



# Folsom City Council Staff Report

<b>MEETING DATE:</b>	2/28/2023
<b>AGENDA SECTION:</b>	Consent Calendar
<b>SUBJECT:</b>	Appointment of At-Large Member to the Folsom Historic District Commission to the Architect, Landscape Architect, or Other Design Professional Seat
<b>FROM:</b>	City Clerk's Department

## **RECOMMENDATION**

Staff is requesting that the Mayor, with the consent of the City Council, appoint Jennifer Cabrera as the at-large “architect, landscape architect, or other design professional” representative to the Historic District Commission for the term ending in December 2024.

## **BACKGROUND / ISSUE**

The terms of all at-large appointments to City of Folsom commissions and committees (except three of the at-large appointments to the Historic District Commission) expire in December of even numbered years. In January 2023, the City Council made at-large appointments to the City’s various commissions and committees. However, at the time of those appointments, there were no applications for the Historic District Commission’s architect, landscape architect, or other design professional seat.

## **POLICY**

Folsom Municipal Code Section 17.52.020 establishes the Historic District Commission as a seven-member commission appointed by the Mayor with the consent of the City Council. Specific seat requirements are set forth as:

- A. One representative who is actively involved with historic preservation;

- B. One representative who is a resident of the historic district;
- C. One representative who owns a business within the Sutter Street subarea;
- D. Two planning commissioners;
- E. One representative from a historic district business outside the Sutter Street subarea;
- F. One architect, landscape architect, or other design professional with expertise in historic preservation.

Folsom Municipal Code Section 17.52.040 provides that members of the Historic District Commission are appointed to serve two years.

### **ANALYSIS**

An application has been received from Jennifer Cabrera for the Historic District Commission vacant seat for the “architect, landscape architect, or other design professional”. Ms. Cabrera appears to be eligible for the seat based upon the information provided within the application.

### **ATTACHMENT**

Application from Jennifer Cabrera

Respectfully submitted,

Christa Freemantle, CMC  
City Clerk



CITY OF  
**FOLSOM**  
DISTINCTIVE BY NATURE

# Folsom Commission and Committee APPLICATION

Thank you for your interest in serving on a Folsom commission or committee.

**Before You Begin:**

- Please read this form and instructions carefully.
- Complete all pages and sign the application.
- Applications remain active for six months after submittal.

**Return completed applications to:**

City Clerk's Department, Folsom City Hall, 50 Natoma Street, Folsom, CA 95630

**Applicant Information:** (All information is required)

Name: Jennifer Cabrera

Residence Address: [REDACTED]

Email: [REDACTED]

Phone: [REDACTED]

Employer and Occupation: California State Parks - Supervising Architect

Currently Serving on a Commission/Committee? If yes, please specify:

No

**Folsom Residency / Registered Voter Verification:** Commission and Committee members must be residents and registered voters of Folsom.

Registered to vote? Indicate Yes / No yes

**Financial Disclosure / Ethics Training:**

Indicate Yes / No:

I understand that commission and committee members must file statements disclosing financial information.

yes

I understand that commission and committee members must complete ethics and harassment training.

Indicate Yes / No:

yes

**Truth and Accuracy:** I certify that the information contained on this form is true and accurate:

Signature: Jennifer Cabrera

Date: 2/21/23

**Important Public Records Information:** The city may receive requests from the public to review documents such as this form and the city is obligated to release these public records, including all information contained on the form.

FOLSOM COMMISSION AND COMMITTEE APPLICATION

Applicant Name: Jennifer Cabrera

**Choice of Commission or Committee:**

(If you are interested in multiple commissions, please rank them numerically according to your preference)

Arts and Culture Commission

Historic District Commission\*

Please identify which seat you qualify for:

representative who is actively involved with historic preservation

representative who is a resident of the Historic District

representative who owns a business within the Sutter Street Subarea

Planning Commissioners

representative from a Historic District business outside the Sutter Street Subarea

architect, landscape architect, or other design professional with expertise in historic preservation

Landscaping and Lighting District Advisory Committee\*

Please advise which L&L District you live in:

District of Residence: \_\_\_\_\_

Library Commission

Parks and Recreation Commission

Planning Commission

Traffic Safety Committee\*

Please identify which seat you qualify for:

representative representing a wide cross section of interests

representative who has demonstrated an interest in or a concern for pedestrian and bicycle safety

Utility Commission

Other: \_\_\_\_\_

**\*Application Supplement Required:**

Supplemental information is required for the Historic District Commission, Landscape and Lighting District Advisory Committee, and the Traffic Safety Committee. These boards have special qualification requirements for certain seats.

**Continue to next page**

## FOLSOM COMMISSION AND COMMITTEE APPLICATION

Applicant Name: Jennifer Cabrera

**Informational Questions:** (you must answer all four questions, for all commissions or committees you are applying for):

1. Why do you want to serve on this commission or committee:

I have lived in the City of Folsom for 20 years and would love to provide my architectural expertise for shaping the future of the historic district. With over 20 years experience working as an Architect and Designer, I am looking forward to being part of the commission to assist in oversight of the historic district requirements, review projects being proposed, and provide assistance to residents and property owners in meeting the codes.

2. What do you think is(are) the top issue(s) facing this commission or committee:

The top issues that face the committee are as follows:

- the ability for developers/businesses/homeowners to meet/interpret the codes and regulations and understand the significance of the historic district.
- Funding and incentives to encourage businesses within the historic district.

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FOLSOM COMMISSION AND COMMITTEE APPLICATION

Applicant Name: Jennifer Cabrera

3. Briefly describe how your experiences qualify you to serve on the commission or committee:

I have worked as a designer and Licensed Architect for over 20 years. I have held my architecture license since May 2008. I worked at a private architecture firm for 9 years providing residential architecture. I have been working at California State Parks for 13+ years. I was a Senior Architect for 9 years managing the architecture group. I have held my current position as the Supervising Architect (Design Manager) for 4+ years managing a team of architects, landscape architects, engineers and project managers. For 13+ years, I have provided design oversight for all projects within the California State Parks system from Hearst Castle in San Simeon CA to the Oregon border. The biggest challenge I face at State Parks is providing facilities and development to our visitors while preserving the cultural resources that are so important to California. It is my job to work with the design team and historian staff to determine the best designs moving forward to meet the Secretary of the Interior Standards for Historic Structures. I feel my architectural experience at State Parks directly relates to the duties and responsibilities of the commission.

4. Which commission or committee meetings have you attended?

I was on the City of Folsom City Properties Ad Hoc Committee from March 2022 to August 2022. Our group identified and evaluated underutilized city owned properties and provided recommendations to the city council.

END OF APPLICATION FORM

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