



Folsom City Council Staff Report

MEETING DATE:	5/13/2025
AGENDA SECTION:	Consent Calendar
SUBJECT:	Resolution No. 11380 – A Resolution Authorizing the City Manager to Hire a Limited-Term Park Planner II to Support Park and Trail Planning and Development in the Folsom Plan Area and Authorizing the Appropriation of Funds
FROM:	Parks and Recreation Department

RECOMMENDATION / CITY COUNCIL ACTION

Resolution No. 11380 – A Resolution Authorizing the City Manager to Hire a Limited-Term Park Planner II to Support Park and Trail Planning and Development in the Folsom Plan Area and Authorizing the Appropriation of Funds

BACKGROUND / ISSUE

The Folsom Plan Area (FPA) is experiencing rapid residential growth resulting in an increased need for planning, design, and development of parks and trails to meet the recreational needs of the community. City staff currently lack the capacity to manage the anticipated project load associated with this growth. As presented to the City Council on April 8, as part of the Folsom Plan Area Semi-Annual Update, the estimated number of residents in the FPA is 10,500. This population increase generates a need for 52.5 new active parkland acres in accordance with the Quimby Act which prescribes a rate of 5.0 acres of parkland per 1,000 residents. The city has developed 12 acres of new parkland at Prospector Park. The Folsom Plan Area Specific Plan Financing Plan indicates the second park should be developed at a population in the FPA of approximately 6,617.

The Folsom Plan Area Specific Plan provides for the development of approximately 30 miles of Class I trails; to date, an estimated 10 miles have been completed. Of note, there is currently no Class I trail connection between the FPA and areas north of Highway 50, and establishing this connection is a priority for City staff.

The Park and Trail Planning Division is responsible for developing parks, recreation facilities and trails. During the 2009 to 2024 period, the division staff consisted of two filled positions: a Park

Planning Manager and a Trails Planner. In early 2025 the division added a Park Planner II and a part time Special Projects Manager in an effort to meet the park demand from the community. To address this need for recreational facilities in the FPA, staff are proposing the addition of a limited-term Park Planner II position for a term of two years to focus exclusively on park and trail projects in the FPA.

POLICY / RULE

Pursuant to *Folsom Municipal Code 3.02.030 section C*: the budget shall establish the number of authorized positions to be filled by employees,

Pursuant to *Folsom Municipal Code 3.02.030 section H*: The city council may make supplemental appropriations during the course of the fiscal year provided that the City Manager certifies that moneys are available. All such supplemental appropriations shall be made for the fiscal year by resolution, up to the amount of any excess money certified by the City Manager as being available.

ANALYSIS

The proposed Park Planner II will be responsible for project management, planning, and coordination of park and trail development activities in the FPA. Duties will include preparation of plans and specifications, coordination with consultants and contractors, community engagement, and ensuring compliance with applicable standards and policies. The following is a list of potential projects that are not currently included or funded in the Capital Budget. These projects could be assigned to the new position. Staff plans to present these projects to the City Council in future budget years for consideration of their inclusion in the Capital Budget.

Neighborhood Park #2 – This is a 5.6-acre park site located adjacent to Alder Creek Elementary School and Fire Station 34 on Westwood Drive. This park includes a lighted synthetic turf soccer field, basketball court, tennis court, group picnic area, play area, restroom building and parking lot (as identified in the 2015 Parks & Recreation Master Plan).

Highway 50 Class I Trail Undercrossing – This project will be the only Class I trail connection from the FPA to areas of Folsom north of Highway 50. It is located along Old Placerville Road, adjacent to existing railroad tracks. This critical project is necessary to provide pedestrian and bicycle connectivity to the FPA and is also a priority project identified in the Active Transportation Plan.

Ongoing review of FPA entitlement and Engineering Plan packages – This ongoing project provides review and comments of projects/plans submitted by developers to ensure park and trail components are consistent with the City’s approved planning documents, design standards, and long-term vision for the FPA. This includes evaluating layouts, access, connectivity, and compliance with parkland dedication requirements.

Other Parks and Trails Projects – Some other projects this position will be responsible for include the Town Center Park development, Community Park West and the Area 40 Land Use Covenants associated with that parcel, and other FPA items as necessary.

This limited-term position will supplement existing Parks & Recreation staff capacity and ensure timely delivery of FPA-related projects.

FINANCIAL IMPACT

If the City Council approves the addition of a limited-term Park Planner II position for a two-year period, the projected cost for salary and benefits for the remainder of Fiscal Year 2024–25 would total \$21,433, to be funded through the General Fund (Fund 010). However, staff anticipates that funds from the Folsom Plan Area Impact Fees Fund (Fund 472) of the same amount will be transferred into the General Fund to offset those costs. This will also require a budget appropriation from the General Fund in FY 2025-26. The projected salary and benefit costs for this position are \$150,749 in Fiscal Year 2025–26 and \$158,782 in Fiscal Year 2026–27, also to be funded through the General Fund (Fund 010) but mostly offset by transfers into the General Fund from Fund 472. If the City Council approves the addition of the position these amounts will be included in the proposed budgets for those respective fiscal years and presented to the City Council for adoption as part of the City’s annual budget process.

How will the funding for this position work?

To the extent that work performed by the limited-term Park Planner II position qualifies under the Mitigation Fee Act, staff anticipates that the majority of the General Fund (Fund 010) costs in Fiscal Years 2025–26 and 2026–27 will be offset by reimbursements from the Folsom Plan Area Impact Fees Fund (Fund 472) for eligible activities related to Folsom Plan Area parks and trails capital projects.

ENVIRONMENTAL REVIEW

This action is not a project as defined by the California Environmental Quality Act (CEQA) and is therefore not subject to environmental review.

ATTACHMENTS

1. Resolution No. 11380 – A Resolution Authorizing the City Manager to Hire a Limited-Term Park Planner II to Support Park and Trail Planning and Development in the Folsom Plan Area and Authorizing the Appropriation of Funds

Submitted,

Kelly Gonzalez, Parks and Recreation Director