



Folsom City Council Staff Report

MEETING DATE:	2/24/2026
AGENDA SECTION:	New Business
SUBJECT:	Ordinance No 1362 - An Ordinance of the City of Folsom Amending Certain Sections of the Folsom Municipal Code for Minor Code Cleanups to Remove Outdated References and to Reflect Current Best Practices or Laws (Introduction and First Reading) and Determination that the Project is Exempt from CEQA
FROM:	Community Development Department

RECOMMENDATION / CITY COUNCIL ACTION

Staff recommends that the City Council:

1. Introduce and conduct first reading of Ordinance No. 1362 – An Ordinance of the City of Folsom Amending Certain Sections of the Folsom Municipal Code for Minor Code Cleanups to Remove Outdated References and to Reflect Current Best Practices or Laws; and
2. Determine that the Project is Exempt from CEQA.

BACKGROUND / ISSUE

The Folsom Municipal Code was initially adopted by the City of Folsom in 1973 consistent with and incorporating reference to several State Government Code sections governing local authority, police powers, and procedures. Over the last 52 years, the Folsom Municipal Code has been amended numerous times annually to reflect legislative changes, policy changes, administrative changes and local preferences.

City staff from all departments have identified many minor code clean up items throughout the Folsom Municipal Code that should be updated to remove outdated references or antiquated provisions, and/or to reflect current best practices. None of these changes are individually urgent. This report combines more than a dozen changes to individual sections of the Folsom Municipal Code as a minor clean up. Those items are listed briefly below, described in the analysis section, and incorporated with specific language changes in track changes in the Ordinance (Attachment 1).

None of the proposed minor code clean ups require Commission recommendation or public hearing pursuant to the California Government Code.

POLICY / RULE

Pursuant to Section 1.01.021 (Adoption), the Folsom Municipal Code (FMC) was adopted by Ordinance 297 in 1973. Any subsequent amendment to the Folsom Municipal Code must also be adopted by Ordinance. Proposed Amendments to Titles 2, 3, 7, 9, 10, 12, and 16 do not require public hearing.

ANALYSIS

This section of the report lists and summarizes the staff recommended minor code clean up items throughout the Folsom Municipal Code in numerical order.

Title 2 Administration and Personnel

1. Section 2.11.120 Personnel department. Replace all references to the personnel department with the human resources department.
2. Section 2.11.160 Folsom community correctional facility. Repeal section as no longer pertinent.
3. Section 2.12.010 Designated (City Clerk Salary). Repeal section as no longer pertinent.
4. Chapter 2.16 Official Bonds. Repeal chapter as no longer pertinent.
5. Chapter 2.36 Purchase of supplies, equipment, and material. Add a section on fee waiver for City projects to codify that City won't charge itself permit and processing fees for City projects.
6. Section 2.36.080 Award of contracts. Modify the limit on contract contingencies from 10% to a minimum of 10%.

Title 3 Revenue and Finance

7. Chapter 3.28 Fee Structure for Commuter Bus Service. Repeal as no longer pertinent.
8. Chapter 3.29 Fare Structure for Folsom Stage Lines. Repeal as no longer pertinent.

Title 7 Animals

9. Section 7.04.080 Restrictions in keeping certain livestock and other animals. Increase the number of chickens allowed on residential lots from 2 to 6 hens (excluding roosters) and clarify setback to separation from neighboring dwellings consistent with current best practices and regional comparisons.

Title 9 Public Peace, Morals, and Safety

10. Chapter 9.90 Commission on Substance Abuse. Repeal as no longer pertinent.

Title 10 Vehicles and Traffic

11. Chapter 10.36 Anti-Cruising. Repeal because cities are no longer authorized to prohibit cruising under AB436 (effective 1/1/2024).
12. Section 10.20.140 Antiquated reference to taxi stands Eliminate the reference as unnecessary.

13. Sections 10.20.410 – 10.20.430 Slugs and substitutes, Tampering, Improper Use. Repeal because there are no parking meters in the City.
14. Sections 10.24.010 – 10.24.060 Bicycle Licenses Eliminate
15. Section 10.24.075 Folsom dam road riding prohibition. Repeal because the road no longer publicly accessible.

Title 16 Subdivisions

16. Chapter 16.56 Lighting and Landscaping District Advisory Committee. Various updates relative to the Lighting and Landscaping District Advisory Committee - remove antiquated references to city staff responsibilities and update language to reflect current districts and best practices.

As listed above, the vast majority of the minor code cleanups to the Folsom Municipal Code involve repeal of chapters and sections that are no longer relevant or pertinent. Other modifications include minor changes to reflect current best practices or updated conditions. Staff bundled these modifications into a single ordinance for resource efficiency and expediency.

FINANCIAL IMPACT

There is no financial impact on the General Fund.

ENVIRONMENTAL REVIEW

The proposed City Council action to adopt Ordinance No. 1359 is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378 (b)(4) “Project” and Section 15061(b)(3) “Common Sense Exemption”. Under Section 15378, the action does not constitute a “project” under CEQA, as it pertains solely to administrative or procedural matters that do not result in direct physical environmental changes. Furthermore, Section 15061(b)(3) - the “common sense exemption” - applies because it can be determined with certainty that the adoption of this updated document will not lead to significant effects on the environment.

ATTACHMENTS

Ordinance No. 1362 – An Ordinance of the City of Folsom Amending Certain Sections of the Folsom Municipal Code for Minor Code Cleanups to Remove Outdated References and to Reflect Current Best Practices or Laws

Submitted,



Pam Johns, Community Development Director

Attachment 1

ORDINANCE NO. 1362

AN ORDINANCE OF THE CITY OF FOLSOM AMENDING CERTAIN SECTIONS OF THE FOLSOM MUNICIPAL CODE FOR MINOR CODE CLEANUPS TO REMOVE OUTDATED REFERENCES AND TO REFLECT CURRENT BEST PRACTICES OR LAWS

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

SECTION 1 PURPOSE

The purpose of this ordinance is to amend several sections of the Folsom Municipal Code to remove outdated references, to reflect current best practices, or ensure consistency with applicable laws. The City Council finds that such change is necessary to promote the public health, safety, and welfare.

SECTION 2 AMENDMENT TO CODE

Title 2 (Administration and Personnel), Section 2.11.160 (Folsom community correctional facility), Section 2.12.010 (Designated), and Chapter 2.16 (Official Bonds) of the Folsom Municipal Code are hereby repealed; and Title 2 (Administration and Personnel), Section 2.11.120 (Personnel department) and Section 2.36.080 (Award of contracts) of the Folsom Municipal Code are hereby amended; and Section 2.36.280 of the Folsom Municipal Code is hereby added to read as follows:

2.11.120 ~~Personnel~~ Human resources department.

The ~~personnel~~ human resources department is created, the head of which shall be the ~~personnel~~ human resources director. The ~~personnel~~ human resources department shall generally be responsible for all ~~personnel~~ human resources functions, and shall administer the city personnel merit system, maintain all ~~personnel~~ human resources files and records, and shall accept all notices, requests for hearings, complaints and other official documents relative to city employee matters or affecting city employees, including disciplinary matters, grievances, claims of harassment or discrimination and provide for the proper and timely investigation, hearing, response or other appropriate action. (Ord. 994 § 2 (part), 2003)

2.11.160 ~~Folsom community correctional facility.~~

~~The Folsom community correctional facility shall be a division of the police department and shall operate the Folsom community correctional facility. (Ord. 994 § 2 (part), 2003)~~

~~2.12.010 Designated.~~

~~The salary of the city clerk is \$115 per month. (Prior code § 200)~~

~~Chapter 2.16 Official Bonds (entire chapter)~~

2.36.080 Award of contracts.

B. A contingency appropriation shall be included in the total project appropriation for all construction contracts awarded by either the city council or city manager. The contingency appropriation shall be a minimum of ten percent of the construction contract amount and shall be administered by the city manager or his/her designee. The contingency appropriation shall be used to fund only construction contract change orders and shall be funded in the same manner as the appropriation for the construction contract.

2.36.280 City Project Fee Exemption.

Notwithstanding any other provision of this Code, except as stated in this section, no permit, plan review, or processing fees shall be required for any project initiated, owned, or operated by the City for a public purpose. For the exemption to apply, the department head responsible for the project shall certify in writing that the project is a City-sponsored activity and that fees are not reimbursable by a third party or non-general fund source. This exemption shall not apply to fees required by State or Federal law, direct costs for third-party inspections or specialized consulting services, or enterprise funds that maintain independent budgets.

SECTION 3 AMENDMENT TO CODE

Title 3 (Revenue and Finance), Chapter 3.28 (Fee Structure for Commuter Bus Service) and Chapter 3.29 (Fare Structure for Folsom Stage Lines) of the Folsom Municipal Code are hereby repealed in entirety.

~~**Chapter 3.28 FEE STRUCTURE FOR COMMUTER BUS SERVICE. (entire chapter)**~~

~~**Chapter 3.29 FARE STRUCTURE FOR FOLSOM STAGE LINES. (entire chapter)**~~

SECTION 4 AMENDMENT TO CODE

Title 7 (Animals), Section 7.04.080(C) of the Folsom Municipal Code is hereby amended to read as follows:

7.04.080 Restrictions in keeping certain livestock and other animals.

C. Turkeys and geese shall not be kept within any zoning district of the city other than agricultural and agricultural combining districts. Additionally, not more than ~~any combination of~~ two six chickens, and not more than any combination of two ducks, pigeons and/or rabbits shall be kept as pets within any zoning district of the city other than agricultural or agricultural combining districts, and said animals shall be kept or maintained at least ~~twenty five~~ five feet from any property line and at least twenty feet from neighboring dwellings. Notwithstanding any provision to the contrary, roosters shall not be kept within any zoning district of the city.

SECTION 5 AMENDMENT TO CODE

Title 9 (Public Peace, Safety, and Morals), Chapter 9.90 (Commission on Substance Abuse) of the Folsom Municipal Code is hereby repealed in entirety.

~~**Chapter 9.90 COMMISSION ON SUBSTANCE ABUSE.**~~

SECTION 6 AMENDMENT TO CODE

Title 10 (Vehicles and Traffic), Chapter 10.36 (Anti-Cruising), Section 10.20.140 (Taxi stands), Sections 10.20.410 through 10.20.430 (Slugs and substitutes, Tampering, Improper Use), Sections 10.24.010 through 10.24.060 (Bicycle Licenses), and Section 10.24.075 (Folsom dam road riding prohibition) of the Folsom Municipal Code are hereby repealed in entirety.

~~Chapter 10.36.010 Cruising (entire chapter)~~

~~10.20.140 Taxi stands~~

~~The city manager may designate any portion of a public street as a taxi stand. Any area so designated and marked by posted signs shall be for the exclusive use of a licensed commercial taxicab and no other vehicle may be parked in that area. (Ord. 794 § 1 (part), 1994)~~

~~10.20.410 Slugs and substitutes.~~

~~It is unlawful for any person to deposit or cause to be deposited in any parking meter or other fee collection device, any slug, device or other substitute for any United States coin, or any city parking token. (Ord. 794 § 1 (part), 1994)~~

~~10.20.420 Tampering.~~

~~It is unlawful for any person, other than an authorized employee of the city, to open or remove fees from any parking meter or other fee collection device. It is unlawful for any person to damage, injure, tamper with, break, impair the usefulness of, or willfully destroy any parking meter or other fee collection device. (Ord. 794 § 1 (part), 1994)~~

~~10.20.430 Improper use.~~

~~No person shall hitch any animal or vehicle to any parking meter, or use any parking meter or other fee collection device for any purpose other than the payment of fees. (Ord. 794 § 1 (part), 1994)~~

~~10.24.010 License—Issuance.~~

~~The chief of police or his designee shall issue upon written application, bicycle licenses which shall be effective until January 1, 1979, and shall be issued thereafter with expiration dates of the first day of January of every third year following January, 1979. Any such license shall expire earlier upon the date of transfer of ownership, which shall be reported by the owner to the chief of police. License fees for newly acquired bicycles may be prorated by the chief of police on a quarterly basis. Any person failing to renew a license for a bicycle within 30 days after the date of expiration of its license shall pay a fee of that established in Section 10.24.050. (Ord. 338 (part), 1976; Ord. 301 § 1, 1973; Ord. 285 § 1, 1972; prior code § 9910)~~

~~10.24.020 License—Effect.~~

~~Licenses, when issued, shall entitle the licensee to operate such bicycle, for which the license has been issued, upon all the streets, alleys, and public highways, exclusive of the sidewalks thereof, of the city. (Prior code § 9911)~~

~~10.24.030 License—Type.~~

~~The license shall be the license tag or decal designated by the state of California in accordance with Section 39001 of the California Vehicle Code, and shall be permanently affixed to the bicycle~~

in a visible location and which bears a unique number permanently assigned to that bicycle by the state. (Ord. 388 (part), 1976: prior code § 9912)

10.24.040 License—Records.

The chief of police or his designee shall maintain records on each bicycle licensed. Such records shall include but not be limited to the license number, the serial number of the bicycle, the make, type, and model of the bicycle, and the name and address of the licensee. Records shall be maintained during the period of validity of the license or upon notification the bicycle is no longer to be operated. (Ord. 388 (part), 1976: prior code § 9913)

10.24.050 License—Fee.

The license fee to be paid for each bicycle shall be \$1 per year and the license shall remain in effect until it expires as set forth in Section 10.24.010. All fees collected shall be retained in a fund known as the “Bicycle Fund” which shall be used for the support of this chapter of the municipal code, to improve bicycle safety programs, and establish bicycle facilities, including bicycle paths and lanes, within the corporate limits of the city. (Ord. 388 (part), 1976: Ord. 285 § 2, 1972: prior code § 9914)

10.24.060 License—Publicity.

The chief of police shall take such steps as are reasonably necessary and desirable to properly give publicity to this chapter and shall work in conjunction with school authorities to see that all bicycles are properly licensed. (Prior code § 9915)

10.24.075 Folsom dam road riding prohibition.

When signs are in place giving notice thereof, it shall be unlawful for any person to ride a bicycle on Folsom Dam Road between Folsom Auburn Road and East Natoma Street. The violation of this section shall be an infraction and shall be punishable as provided in Government Code Section 36.900(b). (Ord. 618 § 1, 1988)

SECTION 7 AMENDMENT TO CODE

Title 16 (Subdivisions), Chapter 16.56 Lighting and Landscaping District Advisory Committee) of the Folsom Municipal Code is hereby amended to read as follows:

Chapter 16.56 Lighting and Landscaping District Advisory Committee.

16.56.010 Purpose.

The purpose of the city of Folsom landscaping and lighting district advisory committee (“the committee”) is to help establish lines of communication between city staff and elected/appointed city bodies. The citizens’ committee may also make recommendations to the City Representative ~~landscaping and lighting district manager, public works director and the neighborhood services director~~ concerning the maintenance and associated costs to maintain and improve landscaping and lighting districts. (Ord. 1030 § 2 (part), 2005)

16.56.020 Functions of the committee.

The committee shall have the following functions:

A. To inform and educate landscaping and lighting district residents as to the necessity and functions of landscaping and lighting districts, and the associated costs to maintain and improve such districts.

B. To study and make recommendations to the City Representative ~~landscaping and lighting district manager, public works director and neighborhood services director~~ on matters related to the Landscaping and Lighting Act of 1972. (Ord. 1030 § 2 (part), 2005)

16.56.030 Membership qualifications—Appointment and terms.

A. The committee shall be comprised of one person from each landscaping and lighting district. The members shall be registered voters and residents or owners with their respective landscaping and lighting district. The members shall serve for a period of four years.

B. The mayor shall appoint each of the members, subject to the approval of the city council.

C. The committee shall be divided into two groups: Group 1 and Group 2.

D. Four-year appointments will be alternated between Group 1 and Group 2, ~~except for appointments made in 2005, in which appointments will be made in both groups and terms of those representatives will have shortened terms.~~

~~E. The terms of the members for landscaping and lighting districts described as Group 1 shall expire on the date of the first regularly scheduled meeting of the city council in December of 2006 and the terms of the members for landscaping and lighting districts described in Group 2 shall expire on the date of the first regularly scheduled meeting of the city council in December of 2008. All appointments made in subsequent years will be in accordance to this section.~~

Group 1 will consist of:

- Briggs Ranch
- Hannaford Cross
- Broadstone
- Lake Natoma Shores
- Broadstone ~~Unit No. - 3~~
- Broadstone No. - 4
- Los Cerros
- Cobble Ridge
- Natoma Station
- Cobble Hills Ridge II/Reflections
- Prairie Oaks
- Folsom Heights/~~California Hills~~
- Silverbrook
- Folsom Height No. 2
- Prairie Oaks No. 2

Group 2 will consist of:

- American River Canyon North
- Sierra Estates
- American River Canyon North No. 2
- Steeplechase
- Blue Ravine Oaks
- The residences at American River Canyon
- ~~Fieldstone Meadows~~
- Willow Creek Estates East
- Natoma Valley
- Willow Creek South
- ~~La Collina dal Lago~~
- Willow Springs
- American River Canyon No. 3
- Blue Ravine Oaks No. 2
- Prospect Ridge
- The Residences at American River Canyon II
- Willow Creek Estates No. 2

F.E. New districts will be added to a group in an alternate manner beginning with Group 1. (Ord. 1030 § 2 (part), 2005)

16.56.040 Vacancies and replacement of membership.

A. The mayor may remove any member of the committee at any time, subject to the approval of the city council. No public hearing shall be required prior to removal of any member of the committee and no cause for removal need be shown.

B. A vacancy in office resulting from death, resignation, removal, disqualification, or any other cause shall be filled by an appointment from the mayor, subject to the approval of the city council.

C. A committee member is subject to disqualification and removal from the committee if ~~he or she~~ has they have three unexcused absences from any regularly scheduled meetings. (Ord. 1030 § 2 (part), 2005)

16.56.050 Officers.

A. The officers of the committee shall be chairperson and vice chairperson.

B. The chairperson and the vice chairperson shall be elected by the committee every year by the first meeting in February by majority vote of the committee members. An officer can be replaced by majority vote of the committee at any time. No public hearing shall be required prior to removal of the officer and no cause for removal need be shown.

C. The chairperson and vice chairperson of the committee, or such other members as may be presiding in the aforementioned positions, shall not be deprived of any of the rights or privileges

of any member by reason of ~~his/her~~ occupying the chair and may move, second, and debate from the chair, subject only to such limitations of debate as are by these rules imposed on all members.

D. The chairperson shall preside and preserve order at all regular and special meetings of the committee.

E. In the absence of the chairperson, the vice chairperson shall perform the duties and obligations of the office of the chairperson.

F. Staff support to the committee shall be provided as designated by the city manager or ~~his or her~~ their designee. The clerk/secretary of the committee shall serve as clerical support to the committee. Staff designated to support the committee shall not be an officer or member of the committee. (Ord. 1030 § 2 (part), 2005)

16.56.060 Meetings.

A. Regular meetings of the committee shall be held ~~at City Hall, 50 Natoma Street, Folsom, California. Regular meetings shall be held~~ on the third Thursday of each month, and time to be determined by the committee at the location posted on the agenda at 7:00 p.m. The committee shall not meet during the months of July and August. A regularly scheduled meeting may be canceled at any time.

B. Special meetings may be called in the manner specified by applicable state law.

C. A quorum shall consist of a simple majority of currently appointed landscaping and lighting representatives. Districts lacking an appointed representative shall not be counted against a valid quorum. When there is no quorum present at a meeting, the chairperson or any member of the committee shall adjourn the meeting until the next regularly scheduled meeting.

D. The chairperson or, in the absence of the chairperson, the vice chairperson shall take the chair at the hour appointed for the meeting and shall call the committee to order. In the absence of the chairperson and vice chairperson, the City representative ~~neighborhood director~~ or their ~~his/her~~ representative shall call the committee to order whereupon a temporary chairperson will be elected from among the representatives present. Upon the arrival of the chairperson or vice chairperson, the temporary chairperson shall relinquish the chair upon the conclusion of the item before the committee. (Ord. 1030 § 2 (part), 2005)

16.56.070 Agendas—Order of business—Voting.

A. Committee members may place items on an agenda by contacting the chairperson, ~~neighborhood services director~~ or ~~his/her~~ City representative. Citizens or interested parties may address the committee during public comment on agenda items or during the business from the floor portion of the meeting. Agendas shall be published as required by state law.

B. At the regular meetings of the committee, the following shall be the order of business:

1. Roll call;
2. Review of summary/minutes (if applicable);

3. Business from the floor/good of the order;
4. Agenda items of the landscaping and lighting district advisory committee;
5. Adjournment.

C. On all matters acted upon by the committee, the voting shall be a roll-call vote of the representatives present. The “ayes” and “noes” of the members shall be recorded upon the summary of the meeting. All actions of the committee shall require an affirmative vote of the majority of the committee present and eligible to vote at the particular meeting where action is to take place.

D. All rules of order not provided in this chapter shall be determined in accordance with Robert’s Rules of Order, Revised.

E. The committee may adjourn any regular or special meeting to a time and place specified in the order of adjournment, whether or not a quorum has been established. If a quorum is not established, no business other than adjournment may be transacted. (Ord. 1030 § 2 (part), 2005)

SECTION 8 SCOPE

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

SECTION 9 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 10 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 11 EFFECTIVE DATE

This ordinance shall become effective thirty (30) days from and after its passage and adoption, 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 February 24, 2026, and the second reading occurred at the regular meeting of the City Council on March 10, 2026.

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 10th day of March 2026, by the following roll-call vote:

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

Justin Raithel, MAYOR

ATTEST:

Christa Freemantle, CITY CLERK

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and minimize paper use.*



CITY OF
FOLSOM
DISTINCTIVE BY NATURE