

**City of Folsom**  
**Historic District Parking Solutions Ad Hoc Committee**

**MEETING MINUTES**

Thursday, August 8, 2019

6:30 P.M.

Public Works Conference Room, First Floor

Folsom City Hall

50 Natoma Street, Folsom, CA 95630

**I. CALL TO ORDER**

The meeting was called to order at 6:34 p.m. by Staff and the Consultant team.

**II. ROLL CALL**

Members Present:

Kenton Ashworth

Shannon Brenkwitz

Steve Heard

Karen Holmes

Paul Keast

Charles Knuth

Kyle Middleton

Cindy Pharis

Phil Rotheram

Murray Weaver

Members Absent:

Jim Snook

Staff Present:

Elaine Andersen, Folsom City Manager

Mark Rackovan, Folsom Engineering Manager

Dave Nugen, Folsom Public Works Director

Pam Johns, Folsom Community Development Director

Steve Banks, City of Folsom Principal Planner

Rick Hillman, City of Folsom Police Chief

Stephanie Campbell, Kearns & West

Nora De Cuir, Kearns & West

### **III. BUSINESS FROM THE FLOOR**

- a. Mayor Kerri Howell opened the meeting by extended her gratitude for the time and efforts of the Ad Hoc Committee in addressing the challenging Historic District parking issue.
- b. Eleanor Hopkins Van De Berg, Folsom Bicycle Advocates, made a statement that bicycles should not be forgotten about during this discussion.
- c. Gary Richard, resident, expressed his thanks for the hard work of the Committee as well as the mayor for initiating the Ad Hoc Committee.

### **IV. DISCUSSION ITEMS**

- a. Welcome and Introductions
  - i. Elaine Andersen opened the discussion by thanking the Committee members for their service. She expressed that finding solutions to the parking issue in Folsom's Historic District has been a long time coming and that the City is excited to see what the group comes up with. Staff will be a resource to the Committee as they brainstorm and clarify solutions.
  - ii. Nora De Cuir asked everyone around the table to share what motivated them to attend the meeting. Nora stated that she has been asked to attend in her role as a neutral facilitator.
  - iii. Charlie Knuth shared that he is a pastor and Folsom resident.
  - iv. Kenton Ashworth shared that he has military experience that could help to inform the task at hand and hopes to use this knowledge to give back to the community.
  - v. Cindy Pharis shared that she is a long-time Folsom resident and wants to contribute to keeping Folsom a great place to live.
  - vi. Kyle Middleton shared that he moved his business to the historic downtown area and has observed the parking issues first-hand.
  - vii. Shannon Brenkwitz shared that she has lived in the Historic District for a decade and the parking issues have affected her quality of life so she is taking action to be part of the solution.
  - viii. Pam Johns shared that she oversee the planning, engineering and code enforcement for the City of Folsom so she can assist the Ad Hoc Committee in their process.
  - ix. Steve Banks staffs the Historic District commission and has almost 2 decades of experience with the City.
  - x. Mark Rackovan shared that he has been a Folsom resident for over two decades and oversees the street operations staff.
  - xi. Dave Nugen has overseen many City of Folsom projects and is happy to assist the Committee by providing supplementary data.

- xii. Paul Keast has been a Folsom resident for almost 30 years but recently moved to the Historic District and would like to help address the parking issues.
  - xiii. Steve Heard is active in the community and would like to help identify solutions.
  - xiv. Karen Holmes owns a business in the Historic District and would like to work productively with the other Committee members and staff.
  - xv. Phil Rotheram lives in the Historic District and has been a Folsom resident for 20 years and has much knowledge and work experience to contribute to the task at hand.
  - xvi. Murray Weaver has lived in Folsom for 30 years and hopes to find consensus amongst the group.
  - xvii. Chief Rick Hillman is happy to hear positive feedback and solutions from the Committee.
- b. Purpose, Scope and Ground Rules
- i. Nora stated that all Committee members and staff, with the exception of Kenton Ashworth, have been interviewed prior to the meeting. The Committee will report back to Folsom City Council in March 2020 with any findings and/or recommendations. Rules and operational principles have been laid out for review by the Committee to support the process of finding parking solutions.
  - ii. Murray Weaver noted that the scope of the Committee [Item 8 of the resolution] only mentions residential parking, not commercial. A discussion between members and staff led to the determination that commercial parking needed to be addressed in order to adequately address residential parking issues.
  - iii. Cindy Pharis noted that the recommendation report will be submitted in 2020, not 2019, as the document stated at the time. Nora de Cuir noted this was to be changed to the appropriate date.
  - iv. Paul Keast inquired as to whether or not members could participate in the meetings remotely. Elaine Andersen responded that remote attendance was not impossible but extremely difficult due to the requirements of the Brown Act.
- c. Brown Act Overview
- i. Nora De Cuir noted that to stay in accordance with the Brown Act, any time six members are together in-person, or virtually, this constitutes a meeting. Elaine Andersen further explained that virtual conversations on online platforms are particularly challenging to decipher regarding Brown Act adherence so it especially critical to diligently avoid discussing Committee items in these situations.
- d. Election of Chair/Vice Chair
- i. Nora De Cuir explained that the Chair role exists to assist in running the meetings. She described the Vice Chair as the understudy for the Chair. The Chair will also likely present the Committee's findings to the City Council in March. Rotheram, Knuth, and Heard all expressed their interest and comfort in any and all leadership roles. Steve Heard was voted Committee Chair with five votes while Charles Knuth was voted Vice Chair with six votes.
- e. Setting meeting times and schedules

- i. Nora De Cuir stated that from her conversations with Committee members, Thursdays at 6:30 p.m. appeared to work best for the majority of members. Staff recommended the first Thursday of each month at 6:30 p.m. be set for meetings up until March 10, 2020 when the Ad Hoc Committee will present to City Council, with the exception of moving the January 2 date to January 9, the following Thursday, due to the proximity to the holiday. The last Ad Hoc Committee meeting date will be March 5. Rotheram motioned to adopt the meeting times and dates which Keast seconded. The motion passed unanimously.
    - ii. Knuth suggested the language be edited in the description of the Committee's scope to reflect the consideration of both commercial and residential parking solutions. Cindy Pharis made a motion to accept the changes to the Committee Process and Operational Principles document, which was seconded by Brenkwitz. The motion passed unanimously.
  - f. Establish agenda for next meeting
    - i. The group then turned to setting the agenda for the next Committee Meeting. Nora prefaced the discussion by noting that the Staff recommendation is to present consider items related to issue identification and background information. Nora offered that information can be provided for specific questions by City staff but first the Committee must determine what type of information they need. Committee members felt that a summary of their questions and comments from Nora's preliminary informational interviews could be synthesized and provided to City staff for staff to then create an informational presentation pertaining to those items.
    - ii. Elaine Andersen offered that the City would be willing to share current parking studies, inventories, upcoming events, parking garage data, and rules and regulations which pertain to Historic District area parking. Phil and Pam discussed how current and historical parking variances could be shown to provide context. Phil Rotheram suggested that understanding the current nature and frequency of parking complaints, violations, and enforcement measures would be helpful to provide additional context. Cindy Pharis mentioned that time of day and local events play a huge role in parking issues at any given hour. Paul Keast suggested that the City look into other municipalities with similar issues that may have found solutions that could be appropriately altered and utilized in Folsom. It was unanimously agreed upon for additional questions from the Committee to be sent to the Facilitator and then forwarded to Staff to address. Murray Weaver made a motion for agenda items for the next meeting which was seconded by Shannon Brenkwitz.

**V. INFORMATIONAL ITEMS**

- a. Steve Heard asked if this items on the agenda could be renamed Committee Comments, to which Elaine Andersen agreed that it could. Kenton Ashworth asked how out of the box solutions can be. Elaine Andersen responded that any solution is on the table for discussion as long as it is legal. Ashworth also thought it would be helpful to see what has been done in the past but did not work to better understand what options for

parking are available. Additionally, he felt that feasibility must be considered, such as providing for reasonable funding mechanisms. Cindy Pharis inquired as to whether a single solution would be considered or if a suite of solutions would be appropriate. Elaine Andersen responded that likely a mix of solutions and resources would need to be employed. Short- and long-term solutions could also be considered. Kyle Middleton noted that the Historic District is a beautiful, fragile ecosystem that can be disrupted, creating a blight issue, depending on how issues develop. Paul Keast mentioned that quality of life and commerce have similarities and differences which should be considered. Karen Holmes added her surprise that the Committee would consider residential parking alone and the focus on the residential area, due to the large overlap between issues, though noted that she was happy to participate. Phil Rotheram brought up that there is a limited ability to forecast what will be in store for the City of Folsom and its Historic District for the future so the Committee must anticipate as best they can. Steve Heard looks forward to finding solutions that reach consensus. Nora De Cuir asked if there was any additional public comment—hearing none, she turned to Chair Heard for the next item.

**VI. NEXT MEETING DATE**

- a. Chair Steve Heard states the next meeting September 5, Thurs, 6:30 p.m.
- b. Shannon Brenkwitz made the motion to convene on September 5, Thurs, 6:30 p.m. Paul Keast seconded the motion. The motion passed unanimously.

**VII. ADJOURNMENT**

- a. Meeting is adjourned at 8:12 p.m. by Chair Steve Heard.