



AGENDA
RECREATION AND PARKS COMMISSION

MONDAY
July 21, 2025
5:00 PM

TOWN HALL
549 MAIN STREET
PLACERVILLE, CA 95667

PUBLIC PARTICIPATION INFORMATION

You are welcomed and encouraged to participate in this meeting. Public comment is taken (3 minutes maximum) on items listed on the agenda when they are called. Comments on items not on the agenda will be taken under Item 6. Comments must not be slanderous and must relate to business within the roles and responsibilities of the appointed Recreation Commission. Advance Correspondence/Written Comments: You may submit your comments by e-mail to placervillerecreationandparks@gmail.com, or you may submit your comments to the DEPARTMENT OF COMMUNITY SERVICES, 549 MAIN STREET, PLACERVILLE 95667 by 10:00 a.m. the day of the meeting. Written Comments received the day of the meeting will be provided to the Recreation Commission during the meeting. These comments may not be read aloud but will be acknowledged. All comments will be available for review in the office of the Department of Community Services.

The Brown Act: Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a public meeting. The Department of Community Services shall post the Agenda on Town Hall windows, and on the City's website: www.cityofplacerville.org.

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 Department of Community Services Office at (530) 642-5232, or placervillerecreationandparks@gmail.com. Requests must be made as early as possible and at least two full business days before the start of the meeting. Some requests may be accommodated closer to the meeting.

RECREATION COMMISSION MEMBERS

TONY WINDLE, CHAIR
LYNNE SPENCER, VICE-CHAIR
ANDRE PICHLY, COMMISSIONER
LARISSA LUJAN, COMMISSIONER
MICHAEL POTTER, COMMISSIONER

DENIS NISHIHARA
DIRECTOR OF
COMMUNITY SERVICES

MATT LISHMAN
RECREATION
SUPERINTENDENT

JULIE BURNSIDES
COMMUNITY SERVICES
SPECIALIST

5:00 P.M. OPEN SESSION

1. **CALL TO ORDER & PLEDGE OF ALLEGIANCE TO THE FLAG**

2. **ROLL CALL:** TONY WINDLE, CHAIR
LYNNE SPENCER, VICE-CHAIR
ANDRE PICHLY, COMMISSIONER
LARISSA LUJAN, COMMISSIONER
MICHAEL POTTER, COMMISSIONER

3. **ADOPTION OF AGENDA**

4. **PUBLIC COMMENT – NON-AGENDA ITEMS**

This portion of the meeting is reserved for person(s) wishing to address the Recreation Commission **on any matter not on the agenda** that is within the subject matter jurisdiction of the City Council. The Commission Chair reserves the right to limit the speaker's time to **three minutes**. You are not allowed to make personal attacks on individuals or make comments which are slanderous, or which may invade an individual's personal privacy.

4.1 **Oral Communication**

4.2 **Written Communication**

5. **DISCUSSION TOPICS**

5.1 **June 16, 2025: Recreation and Parks Commission Meeting Minutes**

5.2 **Adopt -A- Trail Program Review & Comment – Director Nishihara**

5.3 **Parks & Recreation Master Plan Discussion – Director Nishihara**

5.4 **Recreation Program Update – Superintendent Lishman**

5.5 **Department Update – Director Nishihara**

6. **ADJOURNMENT**

The next meeting scheduled will be held on August 18, 2025, at 5:00pm in Town Hall.

**CITY OF PLACERVILLE
RECREATION & PARKS COMMISSION
Monday - June 16, 2025
MEETING MINUTES**

CALL TO ORDER:

Chairperson Tony Windle called the meeting to order at 5:05p.m. and led the meeting in reciting the American Pledge to the Flag.

ROLL CALL:

Recreation & Parks Commission: Chairperson Tony Windle, Vice-Chairperson Lynne Spencer, Commissioners Larissa Lujan, Michael Potter, and Andre Pichly.

Recreation & Parks Staff: Denis Nishihara, Director of Community Services and Matt Lishman, Recreation Superintendent.

ABSENT: None

GUESTS: Ben Woodside PLA, ASLA, Principal Landscape Architect – Callander Associates

ADOPTION OF AGENDA: Commissioner Lujan made a motion to adopt the agenda with revisions. Commissioner Pichly seconded the motion. Motion approved 5-0.

APPROVAL OF MINUTES: Commissioner Pichly made a motion to approve minutes as revised. Commissioner Spencer seconded the motion. Motion approved 5-0.

PUBLIC COMMENT: Eileen Crim shared that the trail between Clay and Mosquito needs cleaning. Ms. Crim stated she has funds she would be willing to donate.

DISCUSSION TOPICS:

5.1 Lions Park Master Development Plan/Proposed Services

Staff presented a cost proposal for Master Plan development, and Mr. Ben Woodside outlined the scope of services. The consensus from the Recreation & Parks Commission was not to move forward with the proposed services and instead to utilize funds to address existing issues. No formal action was taken.

5.2 Placerville Aquatics Center – Reviewed Modified Summer Schedule 2025

Commission received report, provided general feedback and shared appreciation for the revision to the budget to provide weekday public swim until August 3rd when the pool closes for the season. No formal action was taken.

5.3 Parks and Recreation Master Plan Discussion

The Commission received a report and discussed various options for reviewing the Master Plan to provide feedback and leadership for potential public meetings. Staff will return with a detailed plan of action.

5.4 Recreation Program Update

Commission Received Report – No formal action was taken.

5.5 Youth Fund Update

No detailed information available to provide.

5.6 Commission Committee(s)

Commission Received Report – No formal action was taken.

5.7 Department Update

Commission Received Report – No formal action was taken.

Commissioner Pichly made a motion to adjourn at 7:25p.m.

Commissioner Potter seconded the motion.

Motion approved 5-0.

*We are a welcoming, active and business-friendly rural
foothill community built on California's rich gold rush history.*



Directors Report

July 17, 2025 Recreation and Parks Commission Meeting

Prepared by: Denis Nishihara, Director of Community Services

Item#: 5.5

Subject: ADOPT A TRAIL PROGRAM 2025

Recommendation: Recreation and Parks Commission Receive Report

Purpose: Present the Recreation and Parks Commission with a new program proposal regarding El Dorado Trail volunteer maintenance program, Adopt -a- Trail.

Strategic Plan Strategy: Infrastructure – Maintain and Improve our Infrastructure and Facilities to provide a safe community. Strategy - Develop Plan to address deferred maintenance on our Parks and Trails.

Background: The City Council of the City of Placerville aims to maintain a clean and safe trail system within its borders. Over the past calendar year City staff and the Council have focused on keeping the trail clean by focusing on unsanctioned and non-permitted camping that create undue health and safety hazards. Recognizing there is a huge value on volunteers and trail ownership, Staff developed a comprehensive plan to facilitate a program permitting approved organizations to adopt and maintain certain aspects of the trail.

Similar to the State program, Adopt a Highway; the City of Placerville's Adopt a Trail Program aka "Trailblazers Initiative" shall be primarily supported by the Community Cannabis Fund. The estimated total for materials and supplies is \$25,600. The goal of the program is to provide opportunities for volunteer groups to help maintain certain portions of the trail. Staff initially presented the concept of this program to City Council and was directed to vet the content with both the Commission and community, prior to implementation.

Discussion: City staff are presenting the Trailblazers Initiative, Placerville's Adopt-a-Trail Program, to the Recreation and Parks Commission to gather detailed feedback and recommendations. The attached proposal details the program's structure, including volunteer responsibilities, trail segment assignments, and coordination logistics. Given the program's comprehensive scope and factors such as volunteer recruitment and resource allocation, staff encourage the Commission to provide specific, actionable suggestions to enhance the initiative.

Program Success is recommended to be measured by:

1. Number of Trailblazers / active volunteers.

2. Frequency and impact of maintenance activities.
3. Reduction in litter and trail degradation.
4. The level of garbage collected.
5. Positive community feedback and engagement.
6. Growth and sustainability of the program over time.

Staff consulted Eileen Crim, Board Member, and Ginny McCormick, President of the Friends of El Dorado Trail, to ensure the program aligns with community priorities. Their insights were critical in shaping a sustainable, community-driven initiative that reflects Placerville's vision for its trail system.

To initiate discussion here are a few questions to consider upon reviewing the program proposal.

- Should the City charge an annual sponsorship fee to the local organization?
- If so, what fee would you recommend?
- If not, what are the reasons?
- How long should the commitment be?
- Do you foresee any downsides?
- Would the Commission like to be involved from a volunteer perspective?

Staff proposes a community meeting at Town Hall to be facilitated in August based on the marketing timeline and staff availability to open the program for community feedback. Once all aspects have been vetted, purchasing and promotion is estimated to launch in fall 2025.

A handwritten signature in black ink, reading "Denis Nishihara", is written on a white rectangular piece of paper that is slightly tilted to the right. The signature is fluid and cursive.

Denis Nishihara, Director

This is a non-action item



COMMUNITY SERVICES DEPARTMENT

Adopt -A- Trail

Trailblazer Program

PROGRAM SUMMARY

The City of Placerville Community Services Department is launching a new volunteer initiative, “*Adopt a Trail Program*.” The goal is to increase community involvement with the basic trail maintenance, strong trail conservation, and increase enhancement of the local section of the El Dorado Trail system within the borders of the City of Placerville. This resourceful program will foster environmental stewardship, save tax dollars, create user buy in, encourage outdoor recreation, and ensure the sustainability of our trails for future generations.

PROGRAM OVERVIEW

The City of Placerville CSD Trailblazer Program allows a community group, local business, local organizations or individuals to take an active and committed role in preserving the beauty of our 4.3 miles of El Dorado Trail. Volunteers interested in focusing on sustaining accessibility to our trails are invited to commit work hours for periodic trail maintenance, litter removal, minor repairs, general landscaping and overall beautification of the trail. This shall be facilitated under the guidance of the Recreation and Parks Division in accordance with the following guidelines to protect the individual, organization, business or agency.

PRIMARY OBJECTIVES

- Promote community involvement in trail maintenance and conservation.
- Enhance the safety, cleanliness, and accessibility of trails.
- Reduce litter and environmental degradation.
- Create a sense of community through trail partnerships.
- Foster partnerships with local organizations, schools, and businesses.
- Support ecological sustainability and habitat preservation.
- Mitigate by reporting non-sanctioned use of trail space and area.

ROLE OF TRAILBLAZERS

Trailblazers, i.e. Adopt A Trail Volunteers and/or groups play a vital role in helping to maintain the **safety**, **cleanliness**, and **sustainability** of the City’s section of the El Dorado Trail system.



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Adopt -A- Trail

Trailblazer Program

TRAILBLAZER RESPONSIBILITIES (Lone Blazers)

- Follow all safety guidelines and regulations provided.
- Attend volunteer training onsite with City staff to review guidelines.
- Commit to a minimum adoption period of 6 months or up to 1 year.
- Participant in trail maintenance activities at least 8 times annually with a minimum of once per-quarter.
- Remove litter and debris along the designated trail section.
- Report major trail damage, hazards, or vandalism to online 311 System and formal notification via interoffice form submitted to Town Hall.
- Complete and have on file at all times a valid volunteer annual waiver and release of liability form with the Community Services Department.
- Additional tasks are available based on the availability and skill set of said volunteers.

TRAILBLAZING ORGANIZATION RESPONSIBILITIES:

- Voluntarily provide at own cost certain tools necessary for clean-up, such as, but not limited to; gloves, trash bags, and safety equipment (PPE).
- Ensure volunteer mandatory DCS orientation and training sessions for City volunteers.
- Install signage in accordance with City guidelines recognizing the adopting group/individual.
- Perform larger-scale trail repairs and projects as needed.
- Recognize and appreciate volunteering through certificates, events, and social media features.
- Provide or ensure water or availability to water and other health supplies such as sunscreen are utilized during the duration of the cleanup.



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Trailblazer Program

TRAILBLAZER DUTIES:

1. **Litter Removal** – Collect and properly dispose of trash, recyclables, and debris along the trail on public property. Private property is prohibited. City Staff shall coordinate location for pickup of large debris or excessive loads of waste. Unsanctioned and non-permitted campsites shall be reported to City of Placerville Police Department at (530) 642-5280 or download the [Placerville Police Department App](#) by *clicking the BOLD link* or visiting www.cityofplacerville.org/311
2. **Basic Maintenance** – Clear small branches, rake leaves, and safely remove obstacles hindering trail access and safe use.
 - I. **Clearing Vegetation (Brushing)** - As a trail maintenance volunteer in Placerville, you'll help keep sections of our trail (El Dorado Trail) safe and accessible by clearing overgrown vegetation. This task, known as **brushing**, involves removing branches, bushes, or weeds to maintain a clear trail corridor, typically no greater than 5' to 8' feet wide and 8' feet high, based on USDA Forest Service Standards. You'll use tools like loppers, hand saws, pruning shears, or machetes to ensure hikers can pass easily and have clear visibility for safety. Brushing is especially important after spring rains, when vegetation grows rapidly, so your efforts will make a big difference in keeping our trails welcoming, safe and fire-free!
 - II. **Obstruction Removal (Blowdowns)** - As a trail maintenance volunteer in Placerville, you'll help keep sections of our trail (El Dorado Trail) safe and accessible by removing medium-sized obstructions, such as fallen branches, small to medium logs (blowdowns), or manageable rocks from the trail path. Using tools like hand saws, loppers, or pole saws (*chainsaws are reserved for trained volunteers*), you'll clear debris to prevent tripping hazards and ensure a smooth, accessible path for hikers. This work is especially important after winter storms or wildfires, very common in California, which can scatter medium-sized debris across trails. Your efforts will make a big difference in keeping our trails welcoming, safe and fire-free!
 - III. **Erosion Control and Drainage Maintenance** - As a trail maintenance volunteer in Placerville, you'll help keep sections of our trail (El Dorado



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Adopt -A- Trail

Trailblazer Program

Trail) safe and accessible by helping to maintain and monitor drainage structures such as water bars, culverts, or ditches to prevent water pooling and trail erosion. You may also help to add preapproved fill to eroded sections or clear minor obstructions as needed to keep the path stable and protected from erosion. Using tools like shovels, rakes, pickaxes, or a versatile rake-hoe tool. Your work will ensure a safe and stable walking surface for hikers. Placerville's hilly terrain and seasonal rains, makes this task critical to prevent washouts and helps to maintain trail integrity, especially after heavy rainfall. Your efforts will keep our trail safe, durable and accessible for all users!

IV. Graffiti Cleanup - Cleaning up or reporting graffiti is a fundamental volunteer task to preserve the aesthetic and environmental integrity of trails. Volunteers not only collect litter, such as plastic bottles or food wrappers, from trailheads, shelters, or scenic viewpoints they may need to remove small to medium sized graffiti from rocks or structures using appropriate cleaning supplies. You will need to be equipped with gloves, trash bags, and grabbers. Your volunteer hours ensure the trail remains welcoming and safe. In Placerville, high-traffic areas like the El Dorado Trail are highly likely to see litter or occasional illegal dumping, making cleanup essential to maintain the area's natural beauty and inviting. Your efforts will keep our trail safe, inviting and accessible for all users!

V. Signage (Install & Repair) - Maintaining clear navigation on trails is critical for hikers' safety and enjoyment, and volunteers play a key role in managing and monitoring signage tasks. This may involve painting or repairing trail signs, walking directions on pathway, or posts using specific colors or shapes—and installing or repairing directional signs. Volunteers use tools like paint, brushes, stencils, and signposts to ensure markings are visible and consistent with trail standards. In Placerville, this work is vital for the El Dorado Trail and those in the nearby El Dorado sections, where clear signage protects hikers from straying into unsafe or environmentally sensitive areas, especially in high-traffic or post-wildfire zones connecting them throughout the system safely.

VI. Invasive Species Removal - Removing invasive species is a critical task to protect the ecological balance of trail ecosystems. Volunteers



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manually pull or cut non-native plants, such as invasive grasses or shrubs, that threaten native flora, using gloves, hand tools, with trained individuals and without herbicide applicators. This work helps preserve biodiversity and prevents habitat degradation. In Placerville's surrounding forests, invasive species are a known challenge due to the diverse ecosystems, and volunteers contribute to maintaining native plant communities. Your commitment helps to preserve and sustain the longevity and health of our City's trail.

VII. Trail Rerouting or Closure - Volunteers assist in rerouting unsanctioned areas of the trail to enhance safety and sustainability, such as blocking certain switchbacks in natural areas to reduce erosion or installation of bollards and signs to block blazed walkways over hills and into boggy areas. Using tools like shovels, pickaxes, and carpentry equipment, volunteers may block off trail access to improve durability of hills and protect areas from unapproved off trail access. In Placerville, where trails traverse varied terrain, these tasks are crucial for addressing safety issues, erosion from seasonal rains or creating unstable paths in wet areas. Placerville volunteers help ensure trails remain safe and environmentally sound for hikers, bikers, and equestrians.

3. **Reporting Issues** – Notify the managing organization of major trail damage, erosion, vandalism, or hazardous conditions. Transient issues, vandalism or vagrancy shall be reported to City of Placerville Police Department at (530) 642-5280 or download the [Placerville Police Department App](#).

I. Reporting issues encountered on the City's trail is a vital responsibility for volunteers (and trail users) to ensure timely maintenance and safety. By documenting and communicating problems like damaged signs, eroded trail sections, illegal dumping, or hazardous obstacles (e.g., fallen trees), volunteers enable the City to quantify prioritizing repairs and allocate resources effectively. This proactive [reporting online](#) via the 311 website <https://www.cityofplacerville.org/311>, the [Placerville Police Department App](#), or direct contact with the Community Services Department (530) 642-5232, (pv.planning@gmail.com), helps prevent accidents, protects the environment, and maintains trail accessibility. In Placerville, where trails face challenges from heavy use, seasonal weather, or post-wildfire recovery, reporting issues ensure volunteer efforts and



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municipal actions align with community needs and comply with local codes.

4. **Following Safety Guidelines** – Use provided tools responsibly, wear appropriate gear, and work safely in designated areas.
 - I. **Legal Requirements** - Following safety guidelines and legal requirements is essential for volunteers to ensure their safety and compliance during trail maintenance in Placerville. Volunteers must use provided tools, such as shovels, loppers, or paint applicators, responsibly. Following your required training from the Community Services Department, volunteers are required to wear appropriate gear (PPE), including appropriate footwear, gloves, and protective clothing, to prevent injuries. Work is conducted only on public property (city-owned trails) and never on private property to avoid trespassing violations. Volunteers are required to sign liability waivers to acknowledge risks and protect the City of Placerville or partnering groups from liability claims. Additionally, City permission shall be coordinated through the Community Services Department (530) 642-5232, and is required to ensure work actions align with municipal codes and land management regulations, safeguarding both volunteers and the community.
5. **Commitment** – Conduct cleanups at agreed intervals (e.g., monthly/quarterly) and log completed work.
 - I. **Commitment to Regular Maintenance** - Volunteers help preserve the natural beauty and accessibility of trails, benefiting both the environment and the community. Demonstrating commitment to trail maintenance in Placerville involves conducting cleanups and other tasks at agreed intervals, such as monthly or quarterly, and logging completed work to track progress and impact. Volunteers, known as Trailblazers, shall facilitate a coordinated schedule with regular workdays throughout the year to address ongoing needs like litter removal, signage upkeep, or invasive species control, ensuring trails remain safe and enjoyable. Logging efforts, through department forms provided by the City of Placerville Community Service Department, helps document volunteer contributions and informs future maintenance priorities. This consistent commitment is crucial for



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Trailblazer Program

maintaining high-traffic trails and communication, planning and coordination are required.

TRAIL ADOPTION PROCESS

1. Application Submission: Interested individuals or groups submit an adoption request form to the Department of Community Services.
2. Verification of Trail Assignment: A section of the trail is designated based on availability. Once confirmed City Staff will tour the section of the trail to ensure clear parameters are indicated. All volunteers must keep out of private property!
 - a. The total approx. distance of the trail is 4.3miles
3. Orientation & Training: Once all the proper paperwork and waivers are submitted and collected by CSD all volunteers will receive an overview of trail maintenance best practices. These training courses will be provided monthly and recorded online for review. A certification will be issued once each volunteer has completed the training. Non-compliance with City guidelines may result in forfeiture of participation.
4. Ongoing Maintenance: Lead Trailblazer shall conduct routine upkeep and report their activities utilizing department forms. Groups or volunteers unable to sustain their bi-monthly or annual commitment risk reassignment of location.
5. Recognition & Renewal: Participants shall be acknowledged annually by the City, and liability waivers or organizational agreements shall renew automatically annually, unless otherwise indicated upon submittal of Trailblazer application.
6. Required Participation Fee: **\$250 per organization**
 - a. Fees for this program provide direct resources for trail maintenance and refurbishment of maintenance supply trailer. Organizations shall receive direct use of CSD Maintenance Trailer, Posted Acknowledgement Signage and specific promotional posting on the City's Website. Marketing materials will be provided for individual use for organizational marketing.
7. Promotion & Community Engagement: To maximize participation, the program will be promoted through various channels:
 - Social media campaigns and local news coverage.
 - Flyers and posters in community centers, parks, and schools.
 - Direct outreach to businesses, schools, and local organizations.
 - Public launch events to generate awareness.



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8. Evaluation & Success Metrics - Success will be measured by:

- Number of Trailblazers and active volunteers.
- Frequency and impact of maintenance activities.
- Reduction in litter and trail degradation.
- The level of garbage collected.
- Positive community feedback and engagement.
- Growth and sustainability of the program over time.

The Trailblazer Program is a cost-effective and community-driven initiative that will enhance the quality of our trails while fostering civic pride and environmental stewardship. We invite individuals and organizations to partner with us in preserving the natural beauty of our trails for generations to come.



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Trailblazer Program

EQUIPMENT SUMMARY

The Trailblazer Trailer is a mobile unit designed to support trail maintenance efforts by volunteers and organizations. Equipment shall include basic tools, safety gear, and supplies necessary for maintaining, repairing, and improving trails.

TRAILER SPECIFICATIONS

- Color: Black
- [6' X 12' Victory Cargo Trailer](#)
- Tires: 15" Radial
- Shelving
- Cabinets
- Hooks
- Racks

The trailer will be designed with a [vinyl wrap](#) and City promotional marketing.

ESSENTIAL TOOLS & EQUIPMENT

- Hand Tools
- Shovels (flat)
- Rakes
- Loppers
- Pruning shears
- Trashcans
- Wheelbarrow
- Brooms
- Garbage Pickers
- Buckets
- Heavy-duty trash bags
- Paint and graffiti removal supplies
- High-visibility vests
- Battery Powered Trimmers
- Battery Powered Blowers



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SAFETY GEAR

- Work gloves (Provisional option)
- Safety goggles (Provided)
- Hard hats
- First aid kit (with emergency contact information)
- Bug spray & sunscreen

All volunteers and organizations shall be responsible for utilizing the above Safety Gear. Personal application products vary in types and restrictions, use only as intended. The City shall not be responsible for personal application products and accepts no liability.

Many of these items may be donated or sponsored based on the standard amount required. **We strongly encourage each group and participants to provide their own gloves, bug spray, sunscreen and safety goggles for various health or liability issues.** The City will have a few of those items (mostly disposable) on hand should the task require PPE. This helps to keep the cost to a minimum and it does help to be safe and comfortable with your own gear!

The City is not liable for lost or stolen items.

MISCELLANEOUS ITEMS & CITY SUPPORT

- Signage (temporary "Trail Work in Progress" signs)
- Clipboards & pens (for volunteer sign-ins)
- Maps & work plans

Organizations shall be allowed with prior approval foldable chairs, canopy tent for break areas and a staging area for cleanups lasting greater than 4hours.



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END OF TRAIL - STANDARD PROTOCOL

Volunteers shall be responsible for the end of day regular maintenance of City equipment.

- Ensure tools are cleaned, sharpened, and in good working order. **City staff will follow up with repairs or adjustments needed for tools.**
- Check inventory, keep a lot of items to track usage and notify City staff of replacement items needed.
- Secure Storage: Use locks and weatherproof storage solutions to protect equipment prior to leaving the worksite.

City staff shall restock all items and equipment to prevent storage of trailer without items. Ready-To-Go standard for trailer shall be upheld at all times.

- Dispose of all waste at the conclusion of the clean up event.
- Ensure trailer is restocked, all items are cleaned and placed appropriately.
- Lock trailer and return to Maintenance Yard.



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SECTION ASSIGNMENTS – ½ Mile Areas

Section 1: JACQUIER ROAD extending 2,270 feet (0 to 0.43 miles). Starts at the trailhead near Jacquier Road. Focus on El Dorado Trail – City Access Point entrance, example - *clearing vegetation and ensuring clear signage welcoming visitors and users at the trail's entrance.*

Section 2: 2,270 to 4,540 feet (0.43 to 0.86 miles) – Continues **ALONG THE PAVED PATH** in a rural through a wooded area. *Monitor for vegetation, litter and check trail surface for cracks.*

~~**Section 3:** 4,540 to 6,810 feet (0.86 to 1.29 miles). **APPROACHES THE WEBER CREEK BRIDGE AREA.** *Inspect area for graffiti or debris near the bridge and maintain trail corridor width.*~~

~~**Section 4:** 6,810 to 9,080 feet (1.29 to 1.72 miles). **INCLUDES THE WEBER CREEK BRIDGE** (around 1.5 miles from Ray Lawyer Drive). *Focus on drainage maintenance to prevent water pooling.*~~

~~**Section 5:** 9,080 to 11,350 feet (1.72 to 2.15 miles). **POST-BRIDGE SECTION;** check for erosion or ruts, especially after seasonal rains common in Placerville.~~

~~**Section 6:** 11,350 to 13,620 feet (2.15 to 2.58 miles). **NEAR MISSOURI FLAT ROAD CROSSING.** Maintain signage for safe road crossing and remove invasive plants.~~

Section 7: 13,620 to 15,890 feet (2.58 to 3.01 miles). Monitor for fallen branches or post-wildfire debris and ensure a smooth trail surface.

Section 8: 15,890 to 18,160 feet (3.01 to 3.44 miles). Focus on trash cleanup in this higher-traffic area closer to urban access points.

Section 9: 18,160 to 20,430 feet (3.44 to 3.87 miles). Ensure off trail access is not permissible, and signs are visible near potential trail junctions or access points.

Section 10: 20,430 to 22,700 feet (3.87 to 4.3 miles). **ENDS AT RAY LAWYER DRIVE PARK AND RIDE.** Focus on litter removal near the parking area and final signage checks.

*****FINAL DISTANCES AND SECTIONS STILL UNDER REVIEW*****



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ATTACHMENT DOCUMENTS REQUIRED

1. City of Placerville Waiver – DRAFT
2. Certification of Orientation – pending
3. Trailblazer Application – pending

DRAFT



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Capital Outlay

Name of Capital Outlay	<i>Adopt-A-Trail Maintenance Trailer</i>
Description of Capital Outlay	<u>6 X 12 Interstate Victory Cargo Trailer</u> : 15" radial tires and a 2-5/16" ball hitch featuring a 7-way plug LED clearance and tail lights, along with undercoating, ensure visibility and protection on the road ample cargo space, measuring 15' 10" in length, 7' 10" in width, and 8' 1" in height overall, with interior dimensions of 12' 4" in length, 5' 8" in width, and 6' 1" in height rear door, standing at 5' 6" tall and 5' 3" wide, provides easy access for loading and unloading various items. With a GVWR of 7000 lbs. and an empty weight of 1760 lbs., it's sturdy enough to handle heavy loads, making it ideal for contractors, landscapers, and outdoor enthusiasts. Featuring electric brakes on two axles and a spring axle suspension, it offers stability and control while towing, ensuring a smooth and safe ride. Built with a tube frame, 24" frame centers, and 16" wall centers, and featuring 3/4" plywood flooring and 3/8" plywood walls
Number of Units	1-One (plus equipment)
Cost per Unit	<div> <div>\$7,350.00</div> <div>Unit Cost</div> </div> <div> <div>\$325.00</div> <div>Shelving / Storage</div> </div> <div> <div>\$500.00</div> <div>Shipping/freight</div> </div> <div> <div>\$6,500.00</div> <div>Industrial Trash Cans</div> </div> <div> <div>\$3,000.00</div> <div>Equipment</div> </div> <div> <div>\$4,000.00</div> <div>Tax & Contingency</div> </div> <div> <div>\$2,500.00</div> <div>Decals</div> </div> <div> <div>\$625.00</div> <div>STIHL Edger/Trimmer Tool Only</div> </div> <div> <div>\$450.00</div> <div>STIHL Battery- Cordless Blower Kit</div> </div> <div> <div>\$350.00</div> <div>AK 30 Lithium-Ion Battery</div> </div>
Total Investment	\$25,600.00
General Statement	A mobile unit carrying tools and supplies for volunteers maintaining trails. Includes items such as shovels, rakes, loppers, pruning saws, trash bags, gloves, and safety gear. Deliver trailer to sections of trail and place for use by volunteer groups.

*We are a welcoming, active and business-friendly rural
foothill community built on California's rich gold rush history.*



Directors Report

July 21, 2025 Recreation and Parks Commission Meeting

Prepared by: Denis Nishihara, Director of Community Services

Item#: 5.3

Subject: Parks & Recreation Master Plan Discussion

Recommendation: Overview of Parks and Recreation Master Plan 2017

Purpose: The purpose of this report is to discuss the current plan and identify opportunities for revision or to confirm the current state of action.

Strategic Plan Strategy: Maintain/Improve Quality of Life - Provide and maintain vibrant public spaces, events and programs and ensure a well-designed and protected City infrastructure. Item 6) Strategy – Maintain and Update Planning Documents.

Background: The Recreation and Parks Commission is dedicated to promoting effective governance maximizing participation and resource efficiency. The Placerville Area Parks and Recreation Master Plan Update revises the 2009 Plan, updating facilities, program participation, demographics, and service levels. It retains the original structure and includes El Dorado County parks serving Placerville and nearby communities. The update guides City-County collaboration to meet current and future recreational needs.

During the June 16th Recreation and Parks Commission meeting the discussion encompassed multiple variations as to developing a strategy for the Master Plan revision. Based on the feedback from the Commission during the meeting staff tentatively derived an outline to start the initiative. Identify particular sections to assign to each commissioner (and staff), prioritize community input, development of a calendar and timeline with deadlines, and to maintain the Master Plan as an item on the Commission agenda throughout the year with additional public meetings as the plan progresses.

Discussion: Staff recommends the Recreation and Parks Commission review and provide feedback on the Placerville Area Parks and Recreation Master Plan strategy to update the 2017 document. Based on the previous meeting's outcome staff revised and integrated the past proposal into one tactic. The revised tailored strategy is proposed as follows:

1. **Assign Sections:** Each Commissioner and staff shall focus on a specific section (e.g., facilities, programs, demographics) to review and lead a discussion summarizing key points. Staff recommend outlining guided questions to support facilitation of a comprehensive dialog.
2. **Review Sections:** Monthly Commission Meeting Agenda's will include an item to review chapters of the Master Plan. The assigned lead together with Staff and Commissioners, shall present their findings and utilize guided questions to focus feedback.

3. **Facilitate Commission Discussion:** Conduct a final stage work session with a Staff to review all findings, resolve disagreements, and prioritize needs. This could be conducted during a Commission Meeting; however, it would be beneficial to isolate the conversation regarding the Master Plan in order to support focus and a strong outcome-based approach.
4. **Facilitate Community Discussion:** Conduct public meetings with Commissioner's serving as facilitators to discuss findings, resolve disagreements, and prioritize needs. This may involve alternate meeting dates and multiple meetings based on the section of the Master Plan and the desired result for the level of community input.
5. **Finalize Recommendations:** Draft recommendations based on discussions, review with the commission, submit to the City Council for review and approval.

Staff will review section assignments at the meeting for open dialog, feedback and potential revisions.

Timeline:

FY2025-26	SECTION
August	Executive Summary and Introduction
September	Recreational Resources
October	Community Character
November	Community Needs and Preferences
January	Planning Standards
February	Strategies and Recommendations
March	Cost Analysis
April	Finance Plan

Calendar dates shall be in accordance with the Recreation and Parks Commission Meeting schedule. Additional meetings shall be scheduled based on the need for each section. For example, Section 5 – Community Needs and Preferences should include public forums and survey deadlines with time allocated to quantify results for use during the review process. The order of each Section may shift as the plan progresses due to unforeseen circumstances.

Options:

1. Accept the Plan of Action indicated above.
2. Provide recommendations for alternative plan.



Denis Nishihara, Director of Community Services



Recreation and Parks Master Plan Update 2017



*We are a welcoming, active and business-friendly rural
foothill community built on California's rich gold rush history.*



Directors Report

July 17, 2025 Recreation and Parks Commission Meeting

Prepared by: Denis Nishihara, Director of Community Services

Item#: 5.4

Subject: Recreation Program Update

Recommendation: Recreation and Parks Commission Receive Report

Purpose: Provide Recreation and Parks Commission with a verbal update of the status of recreational programs.

Strategic Plan Strategy: Informative Dialog

Background: The Recreation and Parks Commission regularly receives updates from staff regarding departmental activities, projects, and strategic planning efforts.

Discussion: Time permitted for recommendations, inquiries and requests as resources permit.

Matt Lishman, Recreation Superintendent



Denis Nishihara, Director

This is a non-action item

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foothill community built on California's rich gold rush history.*



Directors Report

July 17, 2025 Recreation and Parks Commission Meeting

Prepared by: Denis Nishihara, Director of Community Services

Item#: 5.5

Subject: Department Update

Recommendation: Recreation and Parks Commission Receive Report

Purpose: Provide Recreation and Parks Commission with a verbal update of the status of the Community Services Department.

Strategic Plan Strategy: Informative Dialog

Background: The Recreation and Parks Commission regularly receives updates from staff regarding departmental activities, projects, and strategic planning efforts.

Discussion: Time permitted for recommendations, inquiries and requests as resources permit.

A handwritten signature in black ink, reading "Denis Nishihara", is enclosed within a thin black rectangular border. The signature is written in a cursive, flowing style.

Denis Nishihara, Director

This is a non-action item