



AGENDA
RECREATION AND PARKS COMMISSION

TUESDAY
JANUARY 20, 2026
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
LEAH ZIMMERMAN, YOUTH COMMISSIONER

DENIS NISHIHARA
DIRECTOR OF
COMMUNITY SERVICES

MATT LISHMAN
ASSISTANT DIRECTOR OF
COMMUNITY SERVICES

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
LEAH ZIMMERMAN, YOUTH 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 Approve Recreation and Parks Commission Meeting Minutes – December 15, 2025
- 5.2 Selection of New Commission Chairperson – Director Nishihara
- 5.3 Special Events Review – Assistant Director Lishman
- 5.4 Banner Over Main (Policy & Price Review) – Director Nishihara
- 5.5 Department Update – Director Nishihara

6. ADJOURNMENT

The next public meeting has been rescheduled for **Tuesday – February 17, 2026**

**CITY OF PLACERVILLE
RECREATION & PARKS COMMISSION
December 15, 2025
MINUTES**

1. **Call to Order:** Chairperson Windle called meeting to order at 5:03pm.

2. **Roll Call:**

Recreation & Parks Commission: Chair Tony Windle, Vice-Chair Lynne Spencer, Commissioners Larissa Lujan, Leah Zimmerman, and Michael Potter.

Recreation & Parks Staff: Denis Nishihara, Director of Community Service Department and Matt Lishman Assistant Director of Community Service Department

ABSENT: Commissioner Andre Pichly

GUESTS: None

3. **ADOPTION OF AGENDA:** Vice-Chair Lynne Spencer made a motion to adopt the agenda. Commissioner Potter seconded the motion. Motion approved unanimously.
5-Yes / 0-No / 1-Absent

4. **PUBLIC COMMENT:** None

5. **DISCUSSION TOPICS:**
 - 5.1 **October 20, 2025: Recreation and Parks Commission Meeting Minutes:** At the previous meeting Commissioner Pichly requested revised documents to be presented at subsequent meetings to confirm changes were applied. Both September and October meeting minutes were provided for review. All corrections were added. Commissioner Lujan made a motion to adopt meeting minutes; Vice-Chair Lynne Spencer seconded the motion. Approval passed 5-Yes / 0-No / 1-Absent

 - 5.2 **Selection of New Commission Chairperson –** Director Nishihara
New selection for 2026 Chairperson was tabled and rescheduled to January 2026 meeting due to the absence of Commisinar Pichly. Chairperson Windle made a motion to next month’s meeting; Commissioner Potter seconded motion to table item until all members of commission are present at the next meeting.
Approval passed 5-Yes / 0-No / 1-Absent

 - 5.3 **Hangtown Creek Garden Proposal –** Director Nishihara
Director was unable to connect with volunteers to attend. Basic update provided by Director, no action taken. Proposed to return to January meeting.

- 5.4 Adult Softball League Game Format** – Director Nishihara & Assistant Director Lishman Received report and discussion pertained to the number of games per season in correlation to the price per game. Assistant Director stated the amount of cost for a long season would be \$799 – Director’s recommendation is the 7-game format. Based on feedback the cost for a longer season would be too high. Reverting to original format bringing the price to \$640. Two 8-week seasons as 3-season would be challenging due to the weather. With a total of 34 teams per season and a total of 64 teams. Majority of the cost is due to umpire fees. Consensus focused on lower price point. Chairperson Windle made a motion to support Staff’s recommendation to revert to original format with a price point of \$640 per season. Commissioner Potter seconded the motion. Approval passed 5-Yes / 0-No / 1-Absent
- 5.5 Youth Fund Update** – Assistant Director Lishman Assistant Director provided update indicating 38 requests total since last update, with 22 specifically for youth basketball. The fund paid \$2,520.50 and the fund balance remains at \$19,334.62 - No actions were taken. Funding wall updated typically during January.
- 5.6 Reschedule Meetings to 3rd Tuesday** – Director Nishihara Director Nishihara requested to reschedule moving meetings from the 3rd Mondays monthly to the 3rd Tuesdays. Commissioner Lujan requests to move Adopt A Trail to February and be unable to attend in January but will attend in February. Saturday, January 10th meeting will be posted in compliance with the Brown Act as Commission may attend the off-calendar meeting. Motion made by Commissioner Lujan rescheduled to Tuesdays starting in February 2026.
- 5.7 Pickleball Court Key Update** – New court keys at Lion’s Park are available for the year of 2026. New locks shall be installed in January.
- 5.8 Department Update** – Staff presented update. No action taken.

Chairperson Windle adjourn the meeting at 5:44 pm.

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



Directors Report

January 20, 2026 Recreation and Parks Commission Meeting

Prepared by: Denis Nishihara, Director of Community Services

Item#: 5.2

Subject: Selection of New Commission Chairperson

Recommendation: Discuss, consider, select and approve new Commission Chairperson.

Purpose: None

Strategic Plan Strategy: Good Governance - Strategy - Demonstrate community leadership on behalf of residents through listening and proactive decisions

Background: The City of Placerville Community Services Department works together with an appointed Recreation and Parks Commission which is essential to the City's commitment to developing policies and services which reflect the needs and values of the community. In carrying out responsibilities the Commission works closely with staff – all of which play a critical role in the City organization.

The City Council benefits by using Commissions, Committees and Boards in their decision-making process by relying on these bodies to:

1. Focus attention on specific issues.
2. Encourage broad citizen participation through public meetings.
3. Weigh community values in making recommendations to the Council.
4. Thoroughly research and review alternatives to accompany formal recommendations to the Council.

Resolution No. 5902 was passed by Council action on April 25, 1995 clarifying the function of the Recreation and Parks Commission. The function of the Recreation and Parks Commission shall be to act in an advisory capacity to the City Council and the Community Services Director in all matters pertaining to parks and public recreation, and to cooperate with other governmental agencies and civic groups in the advancement of sound park and recreation planning and programming.

Discussion: Annual appointment of Chairperson is standard practice.

A handwritten signature in black ink that reads "Denis Nishihara". The signature is written in a cursive style and is positioned above a horizontal line.

Denis Nishihara, Director

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Director's Report

January 20, 2026, Recreation and Parks Commission Meeting

Prepared by: Denis Nishihara, Director of Community Services
Matt Lishman, Assistant Director

Item#: 5.3

Subject: Special Events – 2025 Recap / 2026 Review

Recommendation: Receive report reviewing the 2025 and 2026 Special Events and make recommendations to the Department Director for presentation to the City Council (If Necessary).

Purpose: To update the Recreation and Parks Commission regarding the Special Events hosted in 2025 and review the current list of event applicants (to date) for 2026. Special Note: The United States Semiquincentennial or 250 year celebration of America is on July 4th.

Background: The City of Placerville's Community Services Department administers various special events to promote community engagement among city and county residents. While many events are organized and run by community groups, the city sponsors or co-sponsors several, including the Fishing Derby, Rise and Shine, Community Clean-Up Days, EDC Special Olympics Law Enforcement Torch Run, National Night Out, Trick or Treat on Main Street, Hometown Holidays On Main Tree Lighting, and the Hangtown Christmas Parade. The Recreation and Parks Division of the Community Services Department oversees and manages the special events application process for events held on city property. Many large events take place on Main Street in Historic Downtown Placerville.

To support all event organizers, the City Council has prioritized establishing clear guidelines, policies, and procedures for managing special event requests on Main Street. The city currently sponsors or co-sponsors approximately seven events approved by the City Council each year.

Based on the previously approved applications and guidelines, staff have determined grammatical revisions and basic reformatting are needed to streamline event permit process, improve cost management, and ensure compliance with required regulations. These revisions are in process and tend to evolve based on the event request types. However, the base standard shall not be altered to ensure protection from liability and cost recovery.

Discussion: The following table shows the events that were successfully held in 2025:

2025 Special Events			
Date	Event	City Sponsored?	Location
1/25/2025	Savage Wedding	No	Bell Tower
1/20/2025	MLK March	No	Town Hall and March Down Main St on Sidewalk
3/8/2025	The Spirit of Benny Fun Run and Walk	No	Ivy Lot and Trail
4/5/2025	Fishing Derby	Yes	Lumsden Park
4/26/2025	JSSF Scholarship Memorial Fund Run/Walk	No	Town Hall and Trail
4/26/2025	Rise and Shine	Yes	City Parks and Trails
5/3/2025	A Taste on Main Street	No	Old City Hall Parking Lot
5/11/2025	Main St Block Party	No	Main Street Full Closure
5/24/2025	Memorial Day Run	No	Placerville Station and Trail
6/4-10/29/25	Main St Farmers Market	No	Mooney Parking Lot
6/7/2025	Wagon Train Parade	No	Bell Tower and Main St.
6/7/2025	Community Clean Up Day	Yes	Placerville Station
6/20/2025	EDC Special Olympics Law Enforcement Torch Run	Yes	Rolling Closure from Mosquito to Bell Tower
8/5/2025	National Night Out	Yes	Throughout the City
9/20/2025	Oktoberfest	No	Main Street Full Closure
10/1/2025	EDHS Homecoming Parade	No	Rolling Closure from Ivy Lot to Sacramento St.
10/11/2025	Girls Night Out	No	Fox Lot Closure
10/18/2025	Community Clean Up Day	Yes	Placerville Station
10/18/2025	PCS Health Walk for Life	No	Walked from Office on Cedar Ravine to Bell Tower and Back on Sidewalks
10/31/2025	Trick or Treat on Main	Yes	Full Main St. Closure
11/1/25-11/2/25	Sugar Skull Artwalk	No	Decorations On Bell Tower
11/28/2025	Hometown Holidays Tree Lighting	Yes	Full Main St. Closure
12/7/2025	Hangtown Christmas Parade	Yes	Rolling Closure from Broadway to Sacramento Street.
12/20/2025	Placerville's Holiday Jingle & Mingle Run	No	Placerville Station and Trail

The following table shows the events applied for the calendar year 2026:

2026 Special Events			
Date	Event	City Sponsored?	Location
1/19/2026	MLK March	No	Town Hall and March Down Main St on Sidewalk
3/21/2026	The Spirit of Benny Fun Run and Walk	No	Ivy Lot and Trail
4/11/2026	Fishing Derby	Yes	Lumsden Park
4/25/2026	Rise and Shine	Yes	City Parks and Trails
5/9/2026	Community Clean Up Day	Yes	Placerville Station
5/9/2026	Block Party	No	Full Main St. Closure
5/16/2026	A Taste on Main Street	No	Old City Hall Parking Lot
6/6/2026	Golden History Days/Wagon Train Parade	No	Bell Tower and Main St.
8/4/2026	National Night Out	Yes	Throughout the City
9/19/2026	Oktoberfest	No	Main Street Full Closure
9/24/2026	EDHS Homecoming Parade	No	Rolling Closure from Ivy Lot to Sacramento St.
10/10/2026	Community Clean Up Day	Yes	Placerville Station
10/31/26	Trick or Treat on Main	Yes	Full Main St. Closure
11/2/2026	Sugar Skull Artwalk	No	Requesting Full Street Closure
11/	Hometown Holidays Tree Lighting	Yes	Full Main St. Closure
No Application	Hangtown Christmas Parade	Yes	Rolling Closure from Broadway to Sacramento Street.

Cost: All expenses for non-City events were paid in full by applicants.

Budget Impact: None



Denis Nishihara, Director of Community Services

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Directors Report

January 20, 2026 Recreation and Parks Commission Meeting

Prepared by: Denis Nishihara, Director of Community Services

Item#: 5.3

Subject: Banner Over Main (Policy & Price Review)

Recommendation: Recreation and Parks Commission Receive Report and Provide Feedback.

Purpose: Review and discuss increasing Banner Over Main Fee and revision to existing use policy for non-profit applicants within the City of Placerville city limits.

Strategic Plan Strategy: Informative dialog and recommendation to City Council.

Background: The Recreation and Parks Commission regularly reviews issues as it pertains to the services of the Community Service Department. Programs, events, classes, fees, etc. is presented to the Commission to explore the issues before presenting findings or resolutions to the City Council of the City of Placerville. The Department of Community Services has long provided non-profit organizations to temporarily install a banner across Main Street for the purpose of promoting events, activities and public education inside the borders of the City of Placerville. In April 2023, the City revised the policies and solidified the fee based solely on the pass-through cost. The current contractor installs the banner at a rate of \$200 per installation. This cost is passed on to the applicant due to the limited resources of the City. Overhead and scheduling costs to facilitate internal management of banner program is not included in the fee. The installation cost is now passed on to the applicant, and the City subsidizes the total fee. However, the contractor is requesting an increase due to inflation and added costs. The contractor's estimated increase is \$50 per occurrence. Should the fee be maintained with the cost increase, the Community Service Department will be subsidizing the service by a total of \$250 plus administrative fees.

Discussion: The price increase would support both the rise in contractual costs and serve as a cost recovery method for processing the banner reservation request. The amount of staff time is estimated at 1.5 hours of processing and 2% expenses for materials. There is a billable rate for staffing costs included in the attachments and must be included in the final calculation. The purpose of the program is to serve Placerville residents directly. The existing policy supports local non-profit organizations and City programs exclusively for applicants within the City limits of the City of Placerville. The additional revision of points provides clear timelines for processing, deadlines for submittals and better understanding as to appeal process should organizations be denied.

A handwritten signature in black ink, reading "Denis Nishihara", is written on a white rectangular background that is slightly tilted.

Denis Nishihara, Director

Banner Over Main

Benchmark Cost Research & Analysis

Agency	Type	Cost	Policies
1 City of Fullerton	Permit - Overhead Street Banner	\$ 66.00	2-weeks, internal install, Public Works; fee covers administrative process
2 City of Placerville	Banner Over Main Street	\$ 200.00	Reservations required, non-profits and within city limits only.
3 City of Hercules	Horizontal Banners	\$ 250.00	Pole install internal only, City priority, 3-locations (non-resident fee \$300)
4 City of Ventura	Vertical Banner Flags ONLY	\$ 250.00	Do not use as benchmark
5 City of Napa	Horizontal Banner	\$ 264.00	3-weeks, 2 locations, internal install - Encroachment Permit Required
6 City of San Rafael	Horizontal Banner	\$ 360.00	3-weeks, 2 locations, internal install
7 City of San Bernardino	Permit - Overhead Street Banner	\$ 410.00	Four locations, primary use City programs and College Events.
8 City of Napa	Horizontal Banner	\$ 500.00	Encroachment Permit Required and inspection
9 City of Santa Clara	Park Banners Only	\$ -	City Programs priority (Non-profits install and remove)
10 City of Glendale	Horizontal Banner	\$ -	Pedestrian Bridge, non-profit only, pre approved by City, external install
		<u>\$ 287.50</u>	Avg Cost

City Staff Time (Processing & Scheduling)	\$ 59.00	1 hour (\$59 Direct Billable Rate Per Hour - Office Assistant)
City Staff Time (Manager Approval)	\$ 50.50	.50 hours (\$101 Direct Billable Rate Per Hour - Community Service Manager)
Administrative Cost (2%)	<u>\$ 7.01</u>	Supplies & Materials (Forms, etc)
Total City Costs	\$ 116.51	Program Costs
Installation Cost	\$ 250.00	Contractor Costs

\$ 366.51 Total Actual Cost Per Banner

Total City Costs	\$ 116.51	
Estimated Users (Annually)	<u>35.5</u>	2023-2025 Average Use (Calendar)
	<u><u>\$4,136.11</u></u>	

BANNER OVER MAIN STREET

1. A Reservation for the “Banner Over Main Street” (487 Main- “Old City Hall”) can be made by submitting an application to the City of Placerville, Community Services Dept. 549 Main Street, Placerville, CA 95667.
2. The banner reservation fee is \$200.00.
3. The \$200.00 fee must be paid upon scheduling the reservation.
4. No refunds will be issued for cancellations made after 30 days, or within 30 days of the reservation date.
5. A reservation may be scheduled up to six (6) months in advance, with an exception for the Placerville Downtown Association (PDA), and the El Dorado County Fair Grounds who may schedule a reservation up to one (1) year in advance.

EXAMPLE: If Monday of the week you want to reserve is July 1st, then the earliest your reservation can be made is January 1st at 8:00 a.m. If January 1st is a holiday or a weekend the reservation will not be taken until 8:00 a.m. on the day that the City of Placerville Community Services Dept. re- opens.

6. Banners are displayed for one (1) week beginning on Monday (or Tuesday if Monday is a holiday) through Sunday. **Each event banner may be displayed for 1 week only within a 6 month period.** The City reserves the right to hang a banner late if weather or lack of available staff prevents us from doing so on the scheduled date.
7. Non-profit organizations only.
8. No religious or political advertisements will be displayed.
9. The advertised event must be within City limits.
10. **Banners must be delivered** to the City of Placerville, Community Services Department, located in Town Hall at 549 Main Street at least **fourteen (14) days prior to the reservation date.** The banner must be clearly labeled with the following information; event name, reservation date, contact name and phone number.
11. Banners **must be picked up within seven (7) days.** All banners left after seven days will be disposed of unless prior arrangements have been made.

Banner Dimensions & Specifications:

- Wind holes must be cut into the center face of the banner every four (4’) feet. These wind holes are to be semi-circular in shape with a diameter of five (5”) inches (same as a two-pound coffee can).
- Banners are to be exactly twenty six inches (26”) in width with a maximum length of thirty feet (30’).
- Banners must have metal eyelets on the top and on the bottom every two feet (2’). The eyelets are to be one inch (1”) from the top and bottom edges.

THE CITY IS NOT RESPONSIBLE FOR LOST, STOLEN OR DAMAGED BANNERS

CITY OF PLACERVILLE
BANNER OVER MAIN STREET APPLICATION
Completed application may be submitted up to 6 months in
advance. Please submit application to:
City of Placerville
549 Main Street, Placerville, CA 95667.
Please Type or Print Legibly

Applicant/Authorized Representative: _____

Daytime Telephone: _____ Evening Telephone: _____

Address: _____

Name of Organization: _____

Is Organization Non-Profit: _____ Non-Profit 501C3#: _____

Date Requested: _____ (Banners are displayed for 1 week Monday- Sunday)

Nature of Event/Advertisement: _____

Location of Event: _____

Wording on banner: _____

Applicant Signature: _____ Date: _____

Print Name: _____

Email: _____

For Office Use Only

Date Received: _____ Receipt #: _____

Paid With: Cash _____ Visa _____ Master Card _____ Check (number) _____

Put on Google Calendar: _____

BANNER OVER MAIN STREET

1. A Reservation for the “Banner Over Main Street” (487 Main- “Old City Hall”) can be made by submitting an application to the City of Placerville, Community Services Dept. 549 Main Street, Placerville, CA 95667, in person weekly during normal business hours. Applications are available online, and prioritized based on the order each application is received. Approvals shall be provided by Community Service Manager or designee. All appeals shall be submitted in writing to the Director of Community Services. Process timeline for appeals minimum of 5 business days.
2. The banner reservation fee is ~~\$200.00~~ \$350.00
3. The ~~\$200.00~~ \$350.00 fee must be paid upon scheduling the reservation. Installation and administrative costs for processing and scheduling are included.
4. No refunds will be issued for cancellations made after 30 days, or within 30 days of the reservation date. Reservations must be scheduled no later than 30 days in advance of request date. Approval may take up to 1-2 weeks. Exclusions or additions are subject to review and availability.
5. A reservation may be scheduled up to six (6) months in advance, ~~with an exception for the Placerville Downtown Association (PDA), and the El Dorado County Fair Grounds who may schedule a reservation up to one (1) year in advance.~~

Commented [DN1]: This was added to set priority of reviewing applications and to indicate in person submittals are the primary method of request.

Commented [DN2]: EcoSigns have increase their installation price to \$250 per install and removal.

Commented [DN3]: Add back Fair Grounds

EXAMPLE: If Monday of the week you want to reserve is July 1st, then the earliest your reservation can be made is January 1st at 8:00 a.m. If January 1st is a holiday or a weekend the reservation will not be taken until 8:00 a.m. on the day that the City of Placerville Community Services ~~Dept. re-opens~~ Department.

6. Banners are displayed for a maximum of one (1) week beginning on Monday (or Tuesday if Monday is a holiday) through Sunday. Each event banner may be displayed for 1 week only within a 6-month-month period. The City reserves the right to hang a banner late if weather or lack of available staff prevents us from doing ~~so~~ on the scheduled date.
7. Non-profit organizations only. Must provide tax identification number for verification.
8. No religious or political advertisements ~~will~~ shall be approved for displayed.
9. The ~~advertised~~ event must be within ~~City limits~~ the City of Placerville city limits.
10. **Banners must be delivered** to the City of Placerville, Community Services Department, located in Town Hall at 549 Main Street at least **fourteen (14) days prior to the reservation date**. The banner must be clearly labeled with the following information; event name, reservation date, contact name and phone number.
11. Banners **must be picked up within (7) seven business days** ~~(7) days~~. All banners ~~left after~~ not picked up within seven days will be disposed of unless prior arrangements have been made.

Banner Dimensions & Specifications:

- Wind holes must be cut into the center face of the banner every four (4') feet. These wind holes are to be semi-circular in shape with a diameter of five (5") inches (same as a two-pound coffee can).
- Banners are to be exactly twenty six inches (26") in width with a maximum length of thirty feet (30').
- Banners must have metal eyelets on the top and on the bottom every two feet (2'). The eyelets are to be one inch (1") from the top and bottom edges.

THE CITY IS NOT RESPONSIBLE FOR LOST, STOLEN OR DAMAGED BANNERS

Revised [4/45/2301/12/2025](#)

**CITY OF PLACERVILLE
BANNER OVER MAIN STREET APPLICATION**

Please submit application in person to:

City of Placerville
549 Main Street
Placerville, CA 95667

Please Complete Legibly

Organization	_____	Address	_____
Authorized Representative	_____	Non-Profit Status	_____
Office Contact Number	_____	Tax ID Number	_____
Mobile Contact Number	_____	Date(s) Requested	_____
Primary Email Address	_____	Organization Website	_____

Nature of Event (Description)

Event Address

Banner Narrative

By signing this application, I understand and agree to the following guidelines above.

Applicant Signature

Date

For Office Use Only

Date Received _____

Receipt Number _____

Payment Type Cash Check #

Card Type: Visa
 Mastercard
 AMEX

Scheduled to Calendar Yes
Scheduled Install Yes

Amount Paid _____

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Directors Report

January 20, 2026 Recreation and Parks Commission Meeting

Prepared by: Denis Nishihara, Director of Community Services

Item#: 5.5

Subject: Department Update

Recommendation: Recreation and Parks Commission to Receive Report

Purpose: Provide Recreation and Parks Commission with a verbal update to 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.

Item 1 – Community Survey will return in Feb 2026

Item 2 – Adopt a Trail meeting on January 10th (UPDATE)

Item 3 – Fee update: Gold Bug Park and Mine and Aquatics

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



Denis Nishihara, Director

This is a non-action item