



# Agenda

## MEETING OF THE COMMUNITY SERVICES COMMISSION

**Wednesday, October 21, 2015, 6:00 P.M.**  
Community Services Commission Meeting

**City Council Chambers  
1 Civic Center Drive  
San Marcos, CA 92069**

\*\*\*\*\* JAY FRANKLIN, CHAIR \*\*\*\*\*

IT IS THE DUTY OF THIS COMMISSION TO ADVISE AND MAKE RECOMMENDATIONS TO THE CITY COUNCIL PERTAINING TO THE CREATION, OPERATION, MAINTENANCE, AND MANAGEMENT OF COMMUNITY PROGRAMS AND FACILITIES. THE SEVEN MEMBERS ARE APPOINTED AND EMPOWERED BY THE CITY COUNCIL TO HAVE JURISDICTION OVER PUBLIC PARKS, PLAYGROUNDS, AND RECREATIONAL FACILITIES OPERATIONS.

PUBLIC SPEAKERS SHALL HAVE THE RIGHT TO ADDRESS THE COMMISSION ON ANY AGENDA ITEM BEING CONSIDERED.

NO ACTION WILL BE TAKEN ON ANY ITEM UNTIL PLACED ON AN AGENDA AND DUE NOTICE GIVEN.

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**CALL TO ORDER  
PLEDGE OF ALLEGIANCE  
ROLL CALL**

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STAFF RECOMMENDATION

### ORAL COMMUNICATIONS

#### CONSENT CALENDAR (Items 1-3)

##### 1. APPROVAL OF MINUTES

Commission Meeting of August 19, 2015.

**APPROVE**

##### 2. PROGRAM STATISTICS

Consider participation statistics for August & September 2015.

**APPROVE**

3. **GENERAL FACILITY SCHEDULING**

Use Requests – General Scheduling

Consider representative slate of activities for  
October 22 – November 18, 2015 facility and park use.

**APPROVE**

**REPORTS AND OTHER BUSINESS**

4. River Church Facility Use of Senior Center

**APPROVE**

5. San Marcos Girls Softball Report

**NOTE & FILE**

6. Youth Programs Report

**NOTE & FILE**

7. Enrichment Class Refund/Cancellation Policy

**NOTE & FILE**

8. Trail Committee Meeting Notes for September

**NOTE & FILE**

9. Youth Sports Council Meeting Notes for September

**NOTE & FILE**

**ORAL COMMUNICATIONS**

Report from the Community Services Director

**NOTE & FILE**

**WRITTEN COMMUNICATIONS**

OCTOBER 21, 2015  
PAGE 3:

**ADJOURNMENT**

STATE OF CALIFORNIA)  
COUNTY OF SAN DIEGO) ss.  
CITY OF SAN MARCOS)

**AFFIDAVIT OF POSTING**

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Date: October 15, 2015

\_\_\_\_\_  
Krystal Mainprize-Sawyer

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**CITY OF SAN MARCOS  
COMMUNITY SERVICES  
COMMISSION MINUTES  
1 Civic Center Drive  
Wednesday, August 19, 2015**

**CALL TO ORDER**

Chair Franklin called the meeting of the San Marcos Community Services Commission to Order at 6:04 pm.

Chair Franklin led the Pledge of Allegiance to the Flag.  
Krystal Mainprize-Sawyer took Roll Call.

**Members Present**

FRANKLIN	(8/8)	100%
LINDSAY	(8/8)	100%
MAAS	(8/8)	100%
MOCKUS	(7/8)	88%
TOWSLEY	(7/8)	88%
SMITH (Alt)	(8/8)	100%

**Members Absent**

CRAIN	(5/8)	63%
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**STAFF PRESENT**

MAINPRIZE-SAWYER, MALAN, MARTIN, VINLUAN.

**ORAL COMMUNICATIONS**

Barb Giddings, spoke to the Commission six months ago about a problem at Simmons Park on Rocky Point Way. Barb noted they had issues with large parties at the park and traffic up and down the street and some after hour's issues with vandalism and graffiti. After Barb spoke to the Commission they continued to work with Buck Martin and the City Park Rangers. In a relatively short amount of time the City has responded to the neighborhood in more than acceptable ways. The permit for large parties was reduced and traffic up and down the street has been reduced significantly. The City put lights at the park which has helped to reduced vandalism and they have also seen an increase of ranger patrol and volunteer sheriff patrol.

**COMMUNITY LEADERSHIP**

Catherine Manis, Senior Services Specialist, recognized Jeff Blakely Senior Activity Center volunteer. Jeff was introduced to the Senior Activity Center as a student in the ukulele class. Jeff now teaches the ukulele class and also volunteers at the intergenerational community garden. Jeff's ukulele class performs monthly at the birthday celebrations for the nutrition program. Staff is pleased to have the Commission recognize Jeff for his outstanding contributions.

**COMMUNITY SERVICES COMMISSION  
CITY OF SAN MARCOS  
AUGUST 19, 2015  
PAGE TWO:**

**CONSENT CALENDAR**

Commissioner Mockus asked staff why we weren't offering swim lessons at Woodland Park Pool this year. Staff noted we had some challenges this year due to part time staff hourly limits. With the needed qualifications for lifeguards and water safety instructors and the restriction on only being able to work most of them 20 hours a week we were in a pinch and had to rearrange staff and lessons.

Commissioner Towsley noted the jump in music and performing arts category statistics and thanked staff for their work as it is great to see more arts and culture events in San Marcos.

**MOVED BY COMMISSIONER SMITH, SECOND BY MAAS, AND CARRIED TO UNANIMOUSLY APPROVE CONSENT CALENDAR ITEM 1-3 AS PRESENTED.**

**REPORTS AND OTHER BUSINESS**

**4. Trails Advisory Committee Appointment**

Ron Vinluan noted the Trails Advisory Committee currently has two spots open.

Steven Laslovich, resident of San Marcos in San Elijo for the past four years is a frequent user of the trails system. He sees a lot of value in the trails and wanted to volunteer and help in any way he can.

**MOVED BY COMMISSIONER MOCKUS, SECOND BY COMMISSIONER TOWLSEY AND CARRIED UNANIMOUSLY TO APPOINT STEVEN LASLOVICH TO THE TRAIL ADVISORY COMMITTEE.**

**5. San Marcos Girls Softball Report**

Jeremy Vargas, President of San Marcos Girls Softball was not available to present tonight and will reschedule.

**6. Drones and Aircraft Report**

Ron Vinluan updated the Commission since Doc Zimmer approached the Commission in March to designate a remote control aircraft site in San Marcos. Bradley Park East end was originally thought as a spot for the RC's to operate.

**COMMUNITY SERVICES COMMISSION  
CITY OF SAN MARCOS  
AUGUST 19, 2015  
PAGE THREE:**

Doc Zimmer who is a member of the AMA and Palomar Flyers didn't feel like the Bradley site was large enough and during a site visit asked to utilize the grass field and dirt area as well. In 2012 there was a park plan update for Bradley Park and remote control use was not considered for the site. Shared use of the sports field is not recommended due to many reasons. This use would only be temporary and could cause issues down the road and our park ordinance would need to be changed.

At this time the City is recommending directing people to the closest field where RC flying is permitted which is on unoccupied sport fields in the City of Carlsbad's El Fuerte Park which is less than five miles from Bradley Park.

Commissioner Maas is disappointing that we weren't able to accommodate the flyers. Maas understands the recommendation but feels we have a lot of services for our younger residents and was hoping we could accommodate the older portion of the community who is involved in this flying hobby. Maas noted the issue originally came up because a drone was being flown at a City park and that the City ordinance was not very clear.

Ron Vinluan noted the ordinance states "gas powered and like powered" which the City Attorney said like powered includes everything including electric, wind, rubber bands. The ordinance written the way it is covers us and does not allow any flying of aircraft unless it's in a designated area.

Staff noted we can circle back to the City Attorney's office and get a more defined interpretation of "like powered" and see how other cities ordinances read.

Commissioner Smith asked if anyone mentioned aircraft flying at the community workshops. Staff noted it was not mentioned.

Commissioner Lindsay was surprised Doc felt the area was too small as he went and looked at the site and imagined there would be room for many people to fly. Lindsay would like an alternative to telling our citizens to go to Carlsbad fields. Lindsay noted it would be nice to know what the hurdles would be to get a designated area for this type of activity.

## **7. GIS Presentation**

Staff noted Alex Sainz is the GIS Analyst for the City and runs a one man show and has done some amazing things since he has been with the City.

**COMMUNITY SERVICES COMMISSION  
CITY OF SAN MARCOS  
AUGUST 19, 2015  
PAGE FOUR:**

Alex presented the commission with a GIS mapping presentation that was previously given to the Trails Advisory Committee to assist with future development of the trail system. Alex showed a map of the current trails within the City of San Marcos with their locations and status of development projects within the City without the 500 foot buffers. The different statuses indicate whether the development is approved, been completed, in progress, on hold or pending approval by the City. The trails are color coded for existing, not existing but are on current development plans, and trails that are non-existing and not on current development plans.

Alex spoke about the City's COSMO system which is a web mapping application. COSMO is available to the public and City staff and is an interactive map of the City. You can switch from base map to aerial imagery. Once you zoom down to a certain level you can view and select certain information such as parcel information as it currently stands from the assessor's office. Users can decide what features they want to see or don't want to see. It will show data for park locations and other relevant information through the Development Services Department.

Chair Franklin asked if COSMO has crime statistics. Alex noted COSMO does not contain crime information but has other resources through the Sheriff's Department and one is able to search by crime type. Omegagis.com is the website and it's available to the public and has many options and is updated every 6-12 hours.

Commissioner Lindsay asked if the trails in yellow that were planned development are incidental to other projects or is there any sort of priority or City plan for which trails should be developed. Alex said to his knowledge these trails are part of the last general plan update and have not been built at this point due to certain factors. Commissioner Lindsay noted since the Master Plan for Parks and Recreation is being updated and one of the inputs received from the citizens was trail connectivity, he asked if there is a way to identify higher priority trail connectivity areas as opposed to marking everything that is planned. Commissioner Lindsay thinks it would be a great tool to be able to identify a priority list of trails.

Staff recently met with Mr. Edwards the Engineering Director to speak about the priorities and opportunity for funding and what should be identified as first priorities.

**COMMUNITY SERVICES COMMISSION  
CITY OF SAN MARCOS  
AUGUST 19, 2015  
PAGE FIVE:**

Staff will come back to the Commission and communicate the information received from the Master Plan Update as well as information from the Trails Advisory Committee. Staff will provide a list of the parks and trails priority list.

Commissioner Towsley asked what goes into populating a GIS map and how is San Marcos doing and what's the best way to use this information. Alex said GIS can be used to see where you live but can be used for so many other reasons. Data for road analysis, asset management such as drainage channels, water mains, sewer mains, and the fire department uses it to respond to 911 calls. Most departments within City Hall use GIS and the GIS system is only limited to the data that we can acquire.

**8. Trails Advisory Committee Meeting Notes**

Commissioner Smith was in attendance at the meeting and the minutes covered everything discussed. The City website has environmental studies for the Highland Project for the public to view if anyone is interested.

Chair Franklin looks forward to the City applying for grants for the trails system. Ron Vinluan noted we are a little late applying this year but are preparing for next year by locating particular trails on GIS maps that are near to schools and would trigger a grant opportunity and are also looking at the Safe Routes To School criteria.

**9. Open Space at Orchid & Santa Barbara**

Staff met with Public Works about this area and how we can accomplish getting the trash cleaned up. Public Works cleaned up the unsightly area that was on City property and contacted Hansen Aggregate do the same on their property cleaned up. Staff feels what was cleaned up is an improvement and will continue working on this.

Commissioner Lindsay noted the area looks much better.

**10. Turkey Trail Trot**

Commissioner Towsley noted the original vision that came from the Trails Advisory Committee was to replicate the last successful Trails Day event but call it something different. It is meant to keep simple and start small and duplicate the systems we have in place and keep the momentum going.



**COMMUNITY SERVICES COMMISSION  
CITY OF SAN MARCOS  
AUGUST 19, 2015  
PAGE SIX:**

Staff noted it is very challenging for the 2015 year and staffing is one issue and we also don't have any budget for this event. Staff noted Oceanside runs this type of event so we can reach out to them and see if they have a volunteer group who runs it and see what information they can give us.

**11. Invitation to Education Forum**

An invitation and event flyer was included in the Commission packet. The September Community Services Commission will be cancelled.

**CURRENT PARK PROJECTS**

**1. Richmar Park**

Isaac Etchamendy introduced Schmidt Design Group as the designer for Richmar park. They have done work with us before and have made some fantastic park facilities including the waterfront park in downtown San Diego. This park project is moving forward so this meeting was publicly noticed so the community could be involved in the park design options.

Jeff Barr with Schmidt Design Group told the commission they are extremely excited to be here and share their design concepts. This park is a tremendous opportunity for the Richmar neighborhood and the whole community.

The site is two acres in size excluding the parking lot that is 1 ½ acres in size. The park will include a series of amenities including children's play areas, shade structure, turf areas, concrete paving, picnic areas, half court basketball, performance or stage space.

The initial park design amenities and framework for the park have been set and Schmidt Design explored two design concepts for review tonight.

Concept Alternative 1 has a bold arch in the center of the park to create the framework and walkway path for the park. The park design has a large stage that can also be used as a picnic area, trellised area into the park and a water quality basin which will have a bridge over the basin and will have lush landscaping around. The half basketball court is included along with picnicking areas. In the center or heart of the park this alternative would introduce a few small mounds that allows the park space to be defined and give a sense of enclosure in the park but doesn't block site lines that could create unsafe conditions in the park. A large playground will be included off the entry plaza to the east which includes a shade structure.

**COMMUNITY SERVICES COMMISSION  
CITY OF SAN MARCOS  
AUGUST 19, 2015  
PAGE SEVEN:**

The flow of the park allows parents to park and come into the park with easy access to the playground and then seamlessly run into the large turf space. Close to the playground and parking lot a restroom and small storage space would be included.

Alternative 2 takes a slightly different approach with still accommodating all the program elements. Alternative 2 uses soft arching forms to start to define the network of circulation throughout the park. Pathways leading to the park and an axial pathway from Firebird Lane to the existing parking lot is included. A bridge is included at the low spot of the site to accommodate the water basin that starts to define the experience of entering into the park. This park alternative includes a flat play area to the north and a play area to the south that is terraced into a slope. The south end has a 6-7 foot mound that can accommodate a nature based play with boulders or a climbing wall and possibly a slide that could slide from one terrace to another. A formal plaza space at park level could function as a gathering space or a stage for community events. In the center of the park is a large turf area that can accommodate unstructured activities. In the center of the park is a half basketball court and a large picnic pavilion. The restroom will be included in the park design.

Commissioner Mockus asked if in Alternative 1 the playground structure is located right next to the parking lot and if a barrier is provided to ensure safety. Jeff said the play area will have landscape buffers to the north and east that will help children from flowing in that direction but he also anticipates low fencing that will help keep the children in the play area. Commissioner Mockus asked if park users would enter through the structure at the front. Jeff Justice associated with Schmidt Design answered that is the primary point of access and the small path is a secondary point of access.

Chair Franklin noted Alternative 1 has a lot of the elements that the citizens requested at the community workshops.

Commissioner Mockus expressed her concern for the neighborhood to have a park that they are not staring at a parking lot or car traffic and likes how Alternative 2 has buffers so they are focused on activities within the park. Jeff noted these are the initial concepts and there will be a refinement process based on the decision made tonight and they can adapt to the comments and concerns moving forward.

**COMMUNITY SERVICES COMMISSION  
CITY OF SAN MARCOS  
AUGUST 19, 2015  
PAGE EIGHT:**

Commissioner Maas asked what the size of the turf area in each alternative. Jeff noted they are very similar in size with Alternative 2 having about 3,000 square feet less of turf but each turf space is over 22,000 square feet.

Commissioner Lindsay asked if the decision to not touch the parking area adjacent to the post office was driven by a contractual agreement or cost savings? Isaac noted there is an agreement with the post office to utilize the parking lot but there is also some additional design constraints. The point of the proposals was also to evaluate the current site constraints and see what can be done. By reconfiguring the parking lot we would trigger the new Regional Water Quality Board 2013 permit requirements and would essentially knock out a huge chunk of the new parking we had planned for and thus eat into more of the usable park area to accommodate that. We have looked at is the potential to restripe and do minor improvements that will help a lot as it is currently inefficient. The City is currently in contact with MAAC Headstart to see if they are interested in doing a shared use parking lot.

Commissioner Mockus asked about security within the park and through visibility and access. Isaac said the City spoke with public safety and from staffs perspective Alternative 1 appears to create a better site line across the board. Isaac noted the mounds south of the turf area are a few feet in height and don't effect visibility that much and the higher mounds in the natural play areas those can restrict visibility. Currently the site is an open field so it is hard to say what it will look like but we keep that in mind as the project progresses. There is definitely the ability to visibly see through the park for the public and the sheriffs but the area is so flat there is no topology so it's hard to gauge how it will look completed. Jeff noted safety or "crime prevention through environmental design" is a core approach to their design process. Alternative 1 in particular has open site lines throughout the park with all the walkways and the site is fairly flat. As they move through the site process they will look at plant material and ensure they are not creating visual blockades. With Alternative 2 part of the intreset is the large mound and the play value but it does create a vertical impediment.

Commissioner Towsley noted outdoor movies is a wonderful concept and really brings the community together. Towsley asked what type of design possibilities the park has and will the budget allow for a signature place for movies to be held. Jeff noted the park is designed to accommodate those types of events with the plaza and turf area oriented towards the stage. From an operational perspective blow up screens that are portable are very popular.

**COMMUNITY SERVICES COMMISSION  
CITY OF SAN MARCOS  
AUGUST 19, 2015  
PAGE NINE:**

Isaac noted even if we can't install the information technology infrastructure right now we will make sure we have the power source available to accommodate the infrastructure.

Commissioner Maas was wondering if there is a cost difference in the two alternatives. Jeff noted they have not gotten to that point yet but Schmidt Design is confident they can accomplish either alternative within the budget.

Commissioner Mockus asked how large the stage is in each alternative. Jeff noted in Alternative 1 it is about a 30 foot diameter and in Alternative 2 it is a little more abstract in shape but is probably 20 x 40 in size.

Commissioner Smith asked where a farmers market would be held. Jeff noted with Alternative 1 it would be just above the promenade that runs the length of the park in a decomposed granite area where there is a row of trees and could spill into the turf space. In Alternative 2 the area is a bit more focused right around the parks wide pathways and then circulate back down to the turf.

Commissioner Smith asked if either of the options would be more drought resistant then the other. Jeff noted both options will be equally drought resistant and they will design the irrigation system to be very flexible with independent systems.

Commissioner Lindsay asked if the picnic areas have any constraints and what will the planned picnic areas look like. Jeff noted under for Alternative 1 there are 16 picnic tables total and in Alternative 2 there are six picnic tables under the large pavilion area and another two areas with another 10 tables.

Commissioner Mockus noted with Alternative 1 they have a visible site line to cars and with Alternative 2 they see the park and something different then the neighborhood they reside in. Jeff noted there is ways to explore the Alternative and be more sensitive to create the separation.

Chair Franklin noted Alternative 1 closely aligns with what the neighborhood had originally expressed they wanted and Alternative 2 is vastly different.

Maggie Tague, resident of the Richmar area and works for the City so she is very interested in this park project. Maggie has children who are 10 and 5 years old and would use this park on a daily basis. Maggie is glad the parking lot will not be eliminated as she was concerned with parking.

**COMMUNITY SERVICES COMMISSION  
CITY OF SAN MARCOS  
AUGUST 19, 2015  
PAGE TEN:**

She also noted it would be great if the MAAC center would share their parking lot because at pick up time there is a lot of traffic in that cul-de-sac. Maggie said currently there are a few trees in the lot and one of them is a fairly large tree. If possible she hopes we can avoid taking the trees down that have been there for so long. Maggie noticed at other parks if the slides and play equipment don't have shade over them the children can't go down the slide on a warm day so it would be nice to have a shade structure over the play areas. Maggie is really excited to see this project coming together and she prefers Alternative 1 much better. Isaac noted they will evaluate the tree and see if they can look into retaining the tree that is sustaining itself very well in this drought.

Tish Murry, CEO of the Boys and Girls Club shared they are excited about the park as it is within walking distance from their club. Tish feels both alternatives have pros and cons but the one thing that bothers her is the location of the basketball court. In Alternative 2 the basketball court is over by the restrooms and the little guys use the restroom most and the teens use the basketball court more so you would be walking small children through the area older children will be hanging out to get to the restroom. With Alternative 1 the restroom is close to the younger children's area so for age and safety there is a nice separation with Alternative 1. Tish prefers the playground in Alternative 2 as she likes the height.

**MOVED BY TOWSLEY, SECOND BY MAAS AND CARRIED  
UNANIMOUSLY TO RECOMMEND TO THE CITY COUNCIL AND  
ACCEPT DESIGN ALTERNATIVE 1 AS PRESENTED.**

**ORAL COMMUNICATIONS**

Report from the Community Services Director:

Staff wanted to thank Jennifer Overman for doing an outstanding job with the Adventure Camp program over the summer. She also held the Family Campout which was very well received. The aquatics season has been a little challenging this summer with trying to manage the part time hourly staff due to some new regulations but they made their best effort during this learning curve and we will do even better next year.

We have had some challenges in the Double Peak area with people in the park after dark. We have done as much as we can internally with the Rangers and the caretakers who lives on site but there is only so much they can do as it is their job to observe and report.

**COMMUNITY SERVICES COMMISSION  
CITY OF SAN MARCOS  
AUGUST 19, 2015  
PAGE ELEVEN:**

We have a great working relationship with the Sheriffs and did an environmental study on what adjustments could correct the situations. We have changed some signage in the area related to parking so the Sheriffs can have more authority and can write situations.

A meeting was held with the residents in the area with representation from the City and the Sheriff's Department and we listened to their concerns and shared with them our solutions. The outcome was positive and we are going to continue to have zero tolerance. We haven't had any issues this past week.

Staff will be briefing the Council on the Parks Master Plan in the next few weeks and staff wanted to bring the Commission some information as things develop. Part of this process is to incorporate input from the other City Departments to get the best possible plan and then we will go through the RFP process to look at how we will fund the recreational amenities. We hope to go to Council no later than June of 2016 for approval of the Parks Master Plan.

Commissioner Maas attended the Family Campout with her mother and daughter. Maas had the best time and the event was so well organized and all the staff was so nice and they offered so many activities and crafts to do. They had plenty of food and they kept the children so busy.

Commissioner Smith took prenatal yoga at the Community Center and was thankful the City offers this class.

Commissioner Lindsay also was at the Family Campout and he wasn't the lone volunteer this time as they had plenty of staff to assist as well. Ron and his team did an awesome job patrolling the event.

**WRITTEN COMMUNICATIONS**

Commissioner Crain emailed his absence for tonight's meeting.

**ADJOURNMENT**

**CHAIR FRANKLIN ADJOURNED THE AUGUST 19, 2015 SAN MARCOS  
COMMUNITY SERVICES COMMISSION MEETING AT 8:14 P.M.**

**COMMUNITY SERVICES COMMISSION  
CITY OF SAN MARCOS  
AUGUST 19, 2015  
PAGE TWELVE:**

APPROVED:

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JAY FRANKLIN, CHAIR  
COMMUNITY SERVICES COMMISSION

ATTEST:

\_\_\_\_\_  
KRYSTAL MAINPRIZE-SAWYER, SECRETARY  
COMMUNITY SERVICES COMMISSION

## Community Services Monthly Program Statistics August 2015

Service Areas/Division	Estimated # of Different Participants	Number of Meetings	Total Number of Entrances 2015	Total Number of Entrances 2014	Total Entrances % Variance	Notes
<b>Aquatics- Woodland Pool</b>	3,517	51	4,803	8,892	-46%	1
<b>Las Posas Pool</b>	3,994	98	5,218	5,780	-10%	
<b>Special Events</b>	350	1	350	320	9%	
<b>Sports- Adult</b>	3,395	452	11,277	11,689	-4%	
<b>Youth</b>	621	115	3,444	3,728	-8%	
<b>Classes- Adult</b>	129	78	630	654	-4%	
<b>Youth</b>	524	214	2,214	1,855	19%	
<b>Music/Performing Arts</b>	428	2	428	722	-41%	2
<b>Youth- Preschoolers</b>	284	32	2,312	1,458	59%	3
<b>Camps</b>	200	20	3,900	3,296	18%	
<b>Special Events</b>	288	4	316	301	5%	
<b>Seniors- Services &amp; Meals</b>	278	115	4,591	4,031	14%	
<b>Programs/Classes</b>	837	321	5,596	9,499	-41%	4
<b>Trips</b>	8	14	109	150	-27%	5
<b>Indoor Facility Use</b>	4,902	63	5,888	4,648	27%	6
<b>Outdoor Facility Use</b>	2,095	40	2,095	2,150	-3%	
<b>Nature Center/Hikes</b>	196	11	196	123	59%	7
<b>Total</b>	22,046	1,631	53,367	59,296	-10%	

### Comments

1. Woodland Pool did not offer swim lessons this year.
2. The weather this August effected both concerts as it was extremely hot and humid. We held a free concert and a regular concert in August which was the same as last year.
3. RAA preschoolers program Fall session started in August this year and we have more children then last year.
4. The Senior Center now has a system in place to more accurately account for class and program totals. The numbers previously reported were perhaps best guess estimates.
5. We offered 14 trips this year and 9 last year but less people attended the trips.
6. We had 6 large weddings this year so the total was higher then normal.
7. This year a Junior Ranger Day was held at the Nature Center.



## Community Services Monthly Program Statistics September 2015

Service Areas/Division	Estimated # of Different Participants	Number of Meetings	Total Number of Entrances 2015	Total Number of Entrances 2014	Total Entrances % Variance	Notes
<b>Aquatics- Woodland Pool</b>	635	7	842	409	106%	1
<b>Las Posas Pool</b>	1493	64	2060	1392	48%	2
<b>Special Events</b>	0	0	0	0	0%	
<b>Sports- Adult</b>	4125	483	12335	16740	-26%	3
<b>Youth</b>	2247	139	5731	4011	43%	4
<b>Classes- Adult</b>	178	82	810	936	-13%	
<b>Youth</b>	524	217	2222	2116	5%	
<b>Music/Performing Arts</b>	380	6	470	551	-15%	
<b>Youth- Preschoolers</b>	294	42	3126	3420	-9%	
<b>Camps</b>	0	0	0	0	0%	
<b>Special Events</b>	58	18	110	60	83%	5
<b>Seniors- Services &amp; Meals</b>	256	93	4140	3536	17%	
<b>Programs/Classes</b>	543	371	5428	8750	-38%	6
<b>Trips</b>	5	13	71	180	-61%	7
<b>Indoor Facility Use</b>	3686	64	4727	4821	-2%	
<b>Outdoor Facility Use</b>	22091	39	2091	1965	6%	
<b>Nature Center/Hikes/Parks</b>	185	11	185	131	41%	8
<b>Total</b>	36,700	1,649	44,348	49,018	-10%	

### Comments

1. Woodland Pool was open an additional weekend this year.
2. Las Posas Pool had swim lessons late into September this year and we had several private rentals.
3. Adult softball only held playoffs in September and last year they held regular season and playoffs in September.
4. We are offering a few more classes this year and our tennis program has increased from last year.
5. We held two tea parties this month and did not have any scheduled last year.
6. The Senior Center now has a system in place to more accurately account for class and program totals. The numbers previously reported were perhaps best guess estimates.
7. We held 13 trips this year and 10 trips last year but we still had less people this year.
8. The Nature Center had better attendance and a new program with Mountain Shadows is held once a month.

**Facility Use List**  
**Representative List**  
**October 22 – November 18, 2015**

**Community Center**

<b>Date</b>	<b>Event</b>	<b>Time</b>	<b>Room</b>
Thursday, October 22	COSM Free Flu Shot Clinic	10:00 a.m. – 2:00 p.m.	Main Hall
Thursday, October 22	<b>American Red Cross*</b>	8:30 a.m. – 5:00 p.m.	Arts & Crafts
Friday, October 23	MAAC Headstart	7:30 a.m. – 2:00 p.m.	Main Hall, Dining, Kitch.
Saturday, October 24	SMHS Class '85 Reunion	3:00 – 11:00 p.m.	Main Hall
Saturday, October 24 & November 14	<b>American Red Cross*</b>	8:30 a.m. – 5:00 p.m.	Arts & Crafts
Sunday, October 25, 30 & November 1, 8, 15	<b>Mission 316 Church*</b>	8:00 a.m. – 12:00 p.m.	All Rooms
Tuesday, October 27	Palomar College	6:00 – 8:00 p.m.	Main Hall
Wednesday, October 28	COSM Safety Workshop	7:30 a.m. – 5:30 p.m.	Main Hall
Thursday, October 29	Palomar Health	7:30 a.m. – 5:00 p.m.	Main Hall
Friday, October 30	COSM Halloween Party	12:00 p.m.	Main Hall
Friday, October 30 & November 6	Susie Dance	6:15 – 9:00 p.m.	Meeting
Monday, November 2	Theatre West Auditions	5:00 – 8:00 p.m.	Main Hall, Dining Room
Tuesday, November 3	Trails Meeting	6:00 – 8:00 p.m.	Conference
Wednesday, November 4 & 18	Family Enrichment Program	6:00 – 7:00 p.m.	Arts & Crafts
Thursday, November 5	COSM LCW Training	7:30 a.m. – 5:30 p.m.	Main Hall
Thursday, November 5	Income for Life	6:30 – 7:30 p.m.	Dining Room
Friday, November 6	Fun Friday Nights	6:30 – 10:00 p.m.	Preschool
Saturday, November 7	Garcia Birthday	12:00 – 6:00 p.m.	Dining Room
Saturday, November 7	Panjabi Cultural Society	5:00 – 11:00 p.m.	Main Hall
Tuesday, November 10	Elizabeth Hospice	7:30 – 10:00 a.m.	Main Hall
Saturday, November 14	SMYS Volunteer Party	1:00 – 11:00 p.m.	Main Hall
Tuesday, November 17	Victoria Ranch HOA	6:30 – 8:30 p.m.	Dining Room
Tuesday, November 17	Rock Church	6:00 – 9:00 p.m.	Main Hall
Wednesday, November 18	Hope Infant Program	3:00 – 4:00 p.m.	Dining Room
Wednesday, November 18	COSM Start Smart	4:00 – 9:00 p.m.	Main Hall
Wednesday, November 18	Rancho Santalina HOA	7:00 – 9:00 p.m.	Dining Room

**Barn**

<b>Date</b>	<b>Event</b>	<b>Time</b>	<b>Room</b>
Friday, October 23 & November 13	Whirlaways	6:30 – 10:30 p.m.	Barn
Saturday, October 24	Wolters Wedding	10:00 a.m. – 7:00 p.m.	Barn
Saturday, October 31	Palomar Square Dance	6:30 – 10:30 p.m.	Barn
Friday, November 6	Butler Craft Show	9:00 a.m. – 7:00 p.m.	Barn
Saturday, November 7	Butler Craft Show	8:00 a.m. – 6:00 p.m.	Barn
Sunday, November 8	VSpurs	7:00 a.m. – 5:00 p.m.	Arena
Saturday, November 14	Amaral 40 <sup>th</sup> Birthday	4:00 p.m. – 1:00 a.m.	Barn

Sunday, November 14	Dancing Shadows	1:30 – 5:00p.m.	Barn
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### Senior Center

Date	Event	Time	Room
Wednesday, October 21	Belleza HOA	5:45 – 8:00 p.m.	Library
Wednesday, October 21	Glen Park HOA	6:30 – 8:30 p.m.	Crafts Room
Wednesday, October 21	Carraige Walk	6:00 – 8:00 p.m.	Community
Sunday, October 25 November 1, 8, 15	<b>River Church*</b>	8:00 a.m. – 1:00 p.m.	Main Room, Rec, Comm
Sunday, October 25 November 1, 8, 15	Scoot n Weavers	1:00 – 4:00 p.m.	Fitness
Tuesday, October 27	Twin Oaks Valley Ranch	5:45 – 8:00 p.m.	Community
Wednesday, October 28	Grove Park HOA	5:30 p.m. – 8:00 p.m.	Crafts
Wednesday, October 28	Vallecitos Ridge HOA	6:30 – 9:00 p.m.	Community
Tuesday, October 27 November 3, 10 & 17	<b>Music Men*</b>	6:00 – 10:00 p.m.	Horizon Room 3
Tuesday, October 27 November 3, 10 & 17	<b>Bridge</b>	6:00 – 9:00 p.m.	Main Room
Tuesday, October 27 November 3, 10 & 17	<b>Quilting</b>	11:00 a.m. – 9:00 p.m.	Crafts Room
Wednesday, October 21,28 November 4, 11, 18	<b>San Diego Church*</b>	7:00 – 9:00 p.m.	Main Room
Saturday, November 7	Creative Memories Wkshp	8:00 a.m.– 5:00 p.m.	Main Room
Tuesday, September 8	San Marcos Girls Softball	6:30 – 9:00 p.m.	Community
Wednesday, September 9	Belleza HOA	5:45 – 8:00 p.m.	Community
Wednesday, September 9	Autumn Heights HOA	6:00 – 8:30 p.m.	Crafts
Saturday, September 12	Intergenerational Fun Day	8:00 a.m. – 3:00 p.m.	Main
Monday, November 9	CWONC	6:00 – 8:30 p.m.	Main Room
Monday, September 14	VallecitosHOA	7:00 – 8:30 p.m.	Crafts

### Wood House

Date	Event	Time	Room
Wednesday, October 21	SM Woods HOA	7:00 – 10:00 p.m.	Jenny lind
Saturday, October 24	FEP Halloween	6:30 – 8:30 p.m.	Jenny lind
Saturday, October 14	Tea party	9:30 a.m. – 12:30 p.m.	Jenny lind
Wednesday, November 18	SM Woods HOA	7:00 – 10:00 p.m.	Jenny lind

**\*On-Going Facility Use**

# Reservation Master Report

Oct 14, 2015  
3:19 PM

Reservation Date: From Oct 22, 2015 through Nov 18, 2015  
Reservation Site: San Marcos Community Services, Internet Site - San Marcos Community  
Facility Type: Amphitheater, Park Gazebo, Park Picnic Shelter, Picnic Area

Date / Setup - Ready Time / Start - End Time	Facility / Equipment / Type / Center	Event / Event Type / Schedule Type	Contact Information	Permit# Attend/Qty	Notes
Oct 24, 2015 Saturday	Sunset East Park Picnic Shelter Sunset Park	Young Birthday Party Picnic without jump house, ponies, etc.		730 50	
10:00 AM - 2:00 PM					
10:30 AM - 1:30 PM	San Elijo Gazebo Park Picnic Shelter San Elijo Hills Park	Birthday Party #772 Picnic without jump house, ponies, etc.		772 50	
11:00 AM - 1:00 PM					
11:30 AM - 2:30 PM	DP Amphitheater Park Picnic Shelter Double Peak Park	Wedding Picnic without jump house, ponies, etc.		3000702 50	
12:00 PM - 2:00 PM					
11:30 AM - 2:30 PM	Double Peak Gazebo Park Picnic Shelter Double Peak Park	Wedding #763 Picnic without jump house, ponies, etc.		763 45	
12:00 PM - 2:00 PM					
11:30 AM - 4:30 PM	Sunset West 1 & 2 Park Picnic Shelter Sunset Park	Birthday Party #661 Picnic without jump house, ponies, etc.		661 100	
12:00 PM - 4:00 PM					
11:30 AM - 3:30 PM	Connor's Park Park Picnic Shelter Connor's Park	Birthday Party Picnic without jump house, ponies, etc.		9000730 50	
12:00 PM - 3:00 PM					
12:30 PM - 4:30 PM	Hollandia Park Gazebo Park Picnic Shelter Hollandia Park	Jayden's 1st Bday #758 Picnic w/jump house		758 30	
1:30 PM - 4:30 PM	San Elijo Gazebo Park Picnic Shelter San Elijo Hills Park	Birthday Party #745 Picnic without jump house, ponies, etc.		745 25	
2:00 PM - 4:00 PM					
1:30 PM - 5:30 PM	Simmons Ocean View Park Picnic Shelter Simmons Family Park	Girls Scouts #765 Picnic without jump house, ponies, etc.		765 50	
2:00 PM - 5:00 PM					
1:30 PM - 4:30 PM	Woodland Park Schoolside Park Picnic Shelter Woodland Park	Birthday Party #752 Picnic w/jump house		752 50	
2:00 PM - 4:00 PM					
1:30 PM - 5:00 PM	Woodland Park West Park Picnic Shelter Woodland Park	Baby Shower #770 Picnic without jump house, ponies, etc.		770 60	

# Reservation Master Report

Oct 14, 2015  
3:19 PM

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Reservation Site: San Marcos Community Services, Internet Site - San Marcos Community Services  
Facility Type: Amphitheater, Park Gazebo, Park Picnic Shelter, Picnic Area

Date / Setup - Ready Time / Start - End Time	Facility / Equipment / Type / Center	Event / Event Type / Schedule Type	Contact Information	Permit# Attend/Qty	Notes
2:00 PM - 6:00 PM	Sunset East Park Picnic Shelter	birthday Picnic without jump house, ponies, etc.		9000729	
2:30 PM - 5:30 PM	Sunset Park			50	
2:30 PM - 7:30 PM	Woodland Park Pepper Park Picnic Shelter	Company Picnic #768 Picnic w/jump house		768	
3:00 PM - 7:00 PM	Woodland Park			100	
4:30 PM - 7:30 PM	Hollandia Park Gazebo Park Picnic Shelter	Team Party #775 Picnic without jump house, ponies, etc.		775	
5:00 PM - 7:00 PM	Hollandia Park			40	
Oct 25, 2015 Sunday	San Elijo Gazebo Park Picnic Shelter	Henke Birthday #702 Picnic w/jump house		702	
9:30 AM - 3:30 PM	San Elijo Hills Park			50	
11:00 AM - 3:00 PM	Hollandia Park Gazebo Park Picnic Shelter	Birthday Party #774 Picnic without jump house, ponies, etc.		774	
	Hollandia Park			60	
11:30 AM - 4:30 PM	Woodland Park Pepper Park Picnic Shelter	Birthday Party #778 Picnic w/jump house		778	
12:00 PM - 4:00 PM	Woodland Park			50	
Oct 31, 2015 Saturday	Sunset West 1 & 2 Park Picnic Shelter	Birthday Party #749 Picnic without jump house, ponies, etc.		749	
10:30 AM - 4:30 PM	Sunset Park			75	
11:00 AM - 4:00 PM	DP Amphitheater Park Picnic Shelter	Wedding #499 Wedding - Outdoor		499	
3:00 PM - 6:00 PM	Double Peak Park			75	
Nov 1, 2015 Sunday	Jack's Pond Park East Park Picnic Shelter	Birthday #779 Picnic w/Ponies/Petting zoo		779	
10:00 AM - 1:00 PM	Jack's Pond Park			50	
10:30 AM - 12:30 PM	Connor's Park Park Picnic Shelter	Birthday Party #787 Picnic without jump house, ponies, etc.		787	
11:30 AM - 6:30 PM	Connor's Park			50	
12:00 PM - 6:00 PM					
Nov 5, 2015 Thursday	Double Peak Gazebo Park Picnic Shelter	Breakfast Meeting #759 Picnic without jump house, ponies, etc.		759	
12:30 PM - 3:30 PM	Double Peak Park			20	

# Reservation Master Report

Oct 14, 2015  
3:19 PM

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Facility Type: Amphitheater, Park Gazebo, Park Picnic Shelter, Picnic Area

Date / Setup - Ready Time / Start - End Time	Facility / Equipment / Type / Center	Event / Event Type / Schedule Type	Contact Information	Permit# Attend/Qty	Notes
12:30 PM - 3:30 PM	DP Amphitheater Park Picnic Shelter Double Peak Park	Breakfast Meeting #759 Picnic without jump house, ponies, etc.		759 20	
Nov 7, 2015 Saturday 12:30 PM - 3:30 PM 1:00 PM - 3:00 PM	San Elijo Gazebo Park Picnic Shelter San Elijo Hills Park	Baby Shower #766 Picnic without jump house, ponies, etc.		766 50	
12:30 PM - 4:30 PM 1:00 PM - 4:00 PM	Jack's Pond Park Corral Park Picnic Shelter Jack's Pond Park	Birthday Party #785 Picnic without jump house, ponies, etc.		785 40	
1:30 PM - 4:30 PM 2:00 PM - 4:00 PM	Connor's Park Park Picnic Shelter Connor's Park	Picnic #780 Picnic without jump house, ponies, etc.		780 50	
Nov 8, 2015 Sunday 1:30 PM - 5:30 PM 2:00 PM - 5:00 PM	Sunset East Park Picnic Shelter Sunset Park	Birthday #776 Picnic without jump house, ponies, etc.		776 30	
Nov 14, 2015 Saturday 10:00 AM - 2:00 PM	Jack's Pond Park East Park Picnic Shelter Jack's Pond Park	Birthday Party #783 Picnic without jump house, ponies, etc.		783 40	
Nov 15, 2015 Sunday 11:00 AM - 4:00 PM	San Elijo Gazebo Park Picnic Shelter San Elijo Hills Park	Son's 1st birthday party #746 Picnic without jump house, ponies, etc.		746 75	

RS II

# SAN MARCOS COMMUNITY SERVICES DEPARTMENT

3 Civic Center Dr., San Marcos, CA 92069-2949

760.744.9000 x 3511 Fax 752.1328

SC 315

PLEASE PRINT CLEARLY

SUBMITTAL DATE 9/21/15

FACILITY USE  
APPLICATION

PERSON RESPONSIBLE: RAYMOND OWENS TITLE: PASTOR  
 ADDRESS: 421 SILVER SHADOW DRIVE CITY: SAN MARCOS ZIP: 92073  
 NAME OF ORGANIZATION: RIVER CHURCH PHONE#: WK 858-254-9977 HM 760-290-3604  
 FACILITY REQUESTED: (circle one) HORIZON KITCHEN HORIZON #2 HORIZON #3 CRAFT ROOM Rowens858@gmail.com  
REC ROOM COMMUNITY ROOM GRANDON VILLAGE  
 SPECIFIC ACTIVITY: SUNDAY MORNING CHURCH SERVICE  
 DATE(S): Every Sunday, Starting October 4, 2015  
 DAY OF WEEK: SUN EQUIPMENT REQUESTED: NONE  
 TIMES: SET-UP: 8:00 AM/PM START: 10:30 AM/PM CONCLUDE: 12:00 AM/PM LOCK: 1:00 AM/PM  
 EXPECTED ATTENDANCE: 65  
 WILL FOOD BE SERVED: (circle) YES NO CATERER: \_\_\_\_\_ LICENSE # \_\_\_\_\_  
 WILL ALCOHOL BE SERVED: (circle) YES NO BARTENDER'S NAME & PHONE \_\_\_\_\_  
 I ACKNOWLEDGE THERE IS NO SMOKING EXCEPT IN DESIGNATED AREAS. INITIALED: 1.0.

CERTIF. OF INSURANCE: ☐ NAME OF COMPANY: \_\_\_\_\_ POLICY # \_\_\_\_\_

## HOLD HARMLESS/INDEMNIFICATION AGREEMENT

Applicant represents and agrees as follows:

1. Applicant has received, reviewed and fully understands the Policies and Regulations for use of the facility. Applicant and all members of applicant's group or organization shall abide by the Policies and Regulations.
2. Applicant has inspected the City property or premises proposed for use and has determined that they are in a safe and appropriate condition for the activities planned. Applicant and all members of applicant's group or organization hereby ensure that said property or premises will be kept and operated in a safe and appropriate condition.
3. Applicant waives, releases and discharges any and all claims for or right to claim damages for any personal injury or property damage that may occur to it, members of its group or organization or anyone directly or indirectly employed by it or them as a result of Applicant's use of the City's facilities. This release is intended to discharge in advance the City of San Marcos, the San Marcos Redevelopment Agency and their elected and appointed boards, officers, agents and employees from and against any and all liability that may arise out of negligence or carelessness on the part of the City or its employees.
4. Applicant and the members of applicant's group or organization, individually and collectively, hereby agree that:  
 Applicant shall indemnify and hold harmless City of San Marcos, the San Marcos Redevelopment Agency and their elected and appointed boards, officers, agents and employees from and against all claims, damages, losses and expenses including attorney fees arising out of the performance of the activities described herein, caused in whole or in part by any negligent act or omission of the Applicant or any member of Applicant's group or organization, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, except where caused by the gross negligence or willful misconduct of the City, its subdivisions, officers, agents or employees.
5. Applicant is expressly authorized to bind each and all of the members of applicant's group or organization.

APPLICANT SIGNATURE: [Signature]

## PLEASE DO NOT WRITE IN THIS SECTION

### FACILITY USE FEE

Calendar Deposit (non-refundable)  
 Set-Up Fee \_\_\_\_\_ HRS. X \_\_\_\_\_  
 Use Fee: 4 HRS. X 62.00  
 Cleaning Deposit (refundable):  
☐ will bill if problem arises  
 Staffing: 5 hrs @ 12.00  
 Kitchen: \_\_\_\_\_  
 Insurance: Provided  
 Other: HVAC 4 hrs @ 12.00

### Amount

\$248.00  
\$60.00  
\$48.00

### Date Paid

\$356.00  
+ 70.00 Small Rooms  
\$426.00 per Sunday

### Notations

### SECURITY GUARDS

# OF GUARDS \_\_\_\_\_  
 HRS: From: \_\_\_\_\_ AM / PM  
 To: \_\_\_\_\_ AM / PM  
 TOTAL HRS. \_\_\_\_\_  
 \_\_\_\_\_ HRS. X \$ \_\_\_\_\_ PER GUARD  
 TOTAL DUE: \$ \_\_\_\_\_

INITIALED: Km

APPROVED: \_\_\_\_\_

BUCK MARTIN, COMMUNITY SERVICES DIRECTOR

City of San Marcos Community Services  
Youth Programs  
2014/2015 Annual Report

## **RAGGEDY ANN & ANDY PRESCHOOLERS PROGRAM**

The Raggedy Ann & Andy Preschoolers Program (RAA) has provided an early childhood education for preschool children in San Marcos for over 35 years. The program serves children ages three to five years old. It focuses on introducing children to the classroom setting and kindergarten preparation. Children are given the opportunity to socialize with their peers while spending time away from parents/guardians. For many children, this is the first time they have been separated from their parents and the experience can be difficult. The RAA staff teachers are skilled at making this transition as seamless as possible for the families.

RAA serves over 300 children per session at three facilities, the San Marcos Community Center, the San Elijo Recreation Center and the Woodland Park Recreation Center. The San Marcos Community Center has two large classrooms while the San Elijo Recreation Center has both a large and small classroom. Woodland Park has one large classroom. In each large classroom, there are twenty-four children and two teachers. In the small classroom, there are twelve children and one teacher. Classes are held either Monday-Wednesday-Friday or Tuesday-Thursday. Morning classes are offered from 9 am to 12 pm and afternoon classes are offered 1 to 4 pm. Children either attend three or two days a week for three hours each day. With this alternating schedule, the program is able to serve more children on a daily and weekly basis.

RAA provides each preschooler with an abundance of enriching activities and experiences. Children participate in arts and crafts, games, music & movement, stories and outdoor play. They are introduced to a variety of academic concepts, as well as, pre-math and reading readiness skills. Children are taught social skills including sharing, listening, communicating, respecting others and basic manners.

The RAA year is divided into five sessions: fall 1, fall 2, winter, spring and summer. Each session varies in length from seven to twelve weeks. During the fall 1, fall 2, winter and spring sessions, the program focuses on academic concepts and preparing children for kindergarten. During the summer session, children make many fun arts and crafts projects and have special events. With its limited hours of operation, RAA is a license-exempt program. In order for the program to maintain its license-exempt status, parents must re-register every session.

Registration for RAA is available online via the Activenet system. On registration day, a few staff members are available via telephone or at the Community Center front counter to assist any parents who may experience technical difficulties. Priority registration is offered to parents of currently enrolled children. Once the child is registered for a session, his/her spot can then be ensured for subsequent sessions as long as the fees are paid during the designated time. Many parents have expressed their appreciation for priority registration.

Annual fundraising projects for RAA include See's Candy and Scholastic Books. These projects make it possible to purchase additional supplies for the program such as books, learning manipulatives and toys.

There has been a steady increase in revenue over the past few years. This increase can be attributed to increased attendance due to a change in session dates, priority registration and the addition of the RAA Mommy & Me classes. The Community Services Department is now responsible for all the Medicare, health insurance and



## City of San Marcos Community Services

### Youth Programs

#### 2014/2015 Annual Report

retirement costs associated with part-time employees. The fiscal year 2013/2014 was the first year that any of those costs have been included in expenditures. The success of RAA can be attributed to its dedicated staff members and its well-maintained facilities. Parents complete an annual evaluation. Suggestions for improvement are reviewed and implemented whenever possible. RAA continually receives praise for its curriculum from parents and kindergarten teachers alike. The Raggedy Ann & Andy Preschoolers Program will continue to provide a quality early childhood education for the young children in San Marcos.

### RAA Mommy & Me Classes

The RAA Mommy & Me classes were added in 2014. These parent-participation classes are designed for children ages 1.5 to 3 years old and focus on socialization and early learning. These classes are offered on Wednesdays or Thursdays from 9:30 to 11 am at the Jack's Pond Recreation Center.

#### Future Goals and Objectives

- Expand program advertising through school flyers and the City website.
- Plan for increased attendance and program expansion to include future facilities.
- Continue to provide high-quality programming and make improvements as needed.

RAA Revenue			
	2012/2013	2013/2014	2014/2015
Revenue	\$ 472,791	\$ 548,094	\$ 604,178
Expenditure	\$ 264,459	\$ 288,695	\$ 344,263
Net Outcome	+ \$ 208,332	+ \$ 259,399	+ \$ 259,915

RAA Program Attendance			
Session	2012/2013	2013/2014	2014/2015
Summer	153	162	189
Fall 1	306	298	327
Holiday / Fall 2	213	184	351
Winter	329	336	384
Spring	365	355	380
Total	1,366	1,335	1,631

### ADVENTURE DAY CAMP PROGRAM

The Adventure Day Camp Program is a full-day program for school-aged children during non-school times. The program has served the children of San Marcos for over twenty-five years. Camp gives children the opportunity to learn about a variety of subjects through hands-on activities while in a fun, safe environment. Children participate in creative projects, games, field trips and special events.

Camp operates at three facilities: Jack's Pond Recreation Center, San Elijo Recreation Center and Woodland Park Recreation Center. The Camp Program has a ratio of one recreation leader for every fifteen children. At the Jack's Pond Recreation Center seventy-five campers attend daily with eight or ten recreation leaders. At the San Elijo Recreation Center sixty campers attend daily with five or six recreation leaders and

## **City of San Marcos Community Services**

### **Youth Programs**

#### **2014/2015 Annual Report**

Woodland Park Recreation Center forty-five campers attend daily with four or five recreation leaders. The eleven-hour camp day is split into three shifts and fifty to fifty-five recreation leaders are required to staff the camp program daily.

Each week during camp, the campers go on a field trip or have a guest speaker. The field trips and speakers are great opportunities for campers to learn new things and have new experiences. Some field trip destinations included Boomers, Invasion Laser Tag, Chuck E. Cheese and the Cinema. The guest speakers have included a DJ for a dance party, a magic show and an animal show. In addition to field trips and speakers, during Summer Camp, campers also go swimming one day a week at Woodland Park Pool. A special Summer Swim Camp is offered at the Woodland Park Recreation Center. When enrolled in Swim Camp, campers have the opportunity to swim every day.

Camp parents were able to register online for the first time for summer camp 2015. The online registration was a success and over 200 parents registered in less than ten minutes. All 3 camp locations were full with waiting lists for entire summer.

### **Leader-in-Training Program**

The Leader-in-Training Program (L-I-T) was implemented in the summer of 2013. Youth ages 13 to 15 years old attended Adventure Day Camp and assisted staff with daily activities. Participants acted as "Junior Recreation Leaders," setting up art & craft projects, preparing afternoon snack and leading games. There were 5 L-I-Ts at the Jack's Pond Recreation Center, 3 L-I-Ts at the San Elijo Recreation Center and 2 L-I-Ts at the Woodland Park Recreation Center. This program is geared toward participants who have aged-out of the Adventure Day Camp Program and would still like to attend or for participants that aren't quite ready to stay home alone.

### **Fun Friday Nites!**

The Fun Friday Nites! Program is an evening program for children ages four to twelve years old. It takes place at the San Marcos Community Center or the San Elijo Recreation Center one Friday a month from 6 to 10 pm. The participants enjoy arts & crafts projects, games, movies and a pizza dinner. The cost is \$20 per participant with a \$5 sibling discount. The program can accommodate up to 30 participants and is supervised by two Recreation Leaders. The program attendance varies from 25 to 30 children.

### **Family Enrichment Program**

The Family Enrichment Program (FEP) offers affordable and fun activities for the entire family. Each activity costs \$3 per person. Activities are offered one Wednesday per month. Families participate in arts & crafts and cooking projects. An average of ten to twelve families attends each activity. Each year FEP also hosts a Halloween Party at the Wood House and Thanksgiving Bingo with a turkey as the grand prize. FEP provides an economical way for families to spend quality time together and have fun.

### **Fantasy Tea Party**

Fantasy Tea Parties are scheduled parties held at the Wood House in Woodland Park. Parents may book parties on Saturdays or Sundays from 10 am to noon or from 2 to 4 pm and the cost is \$12 per participant. Participants paint tea cups, bake scones and play games. The Tea Parties are often booked for birthdays, playgroups and Girl Scout meetings and there are typically four to six parties booked per month.

City of San Marcos Community Services

Youth Programs

2014/2015 Annual Report

**San Marcos Family Campout**

The seventh annual San Marcos Family Campout was held from 4 pm on Saturday, August 8 to 9 am on Sunday, August 9. Families were given the opportunity to pitch a tent and stay overnight at Walnut Grove Park. Over 50 families for a total of 215 campers attended the event. Campers participated in arts & crafts, outdoor games, a flashlight hike, s'more-making and campfire songs. The event fee was \$15 per person and included a hot dog dinner and continental breakfast. The success of the campout is evident by the number of families who not only return each year, but recruit additional families.

Future Goals and Objectives

- Expand program advertising through school flyers, the City Recreation Guide and the City website.
- Plan for increased attendance and program expansion to include future facilities.
- Continue to provide high-quality programming and make improvements as needed.

<b>Camp Attendance</b>			
Year	<b>2012/2013</b>	<b>2013/2014</b>	<b>2014/2015</b>
Participants	145	180	190
Camp Days	69	67	62
Total Participants Served	10,005	12,060	11,780

<b>Camp Revenue</b>			
	<b>2012/2013</b>	<b>2013/2014</b>	<b>2014/2015</b>
Revenue	\$ 212,513	\$ 279,798	\$ 337,571
Expenditure	\$ 120,267	\$ 131,521	\$ 158,849
Net Outcome	+ \$92, 246	+ \$148,277	+ \$ 178,722

<b>Total Youth Programs Revenue vs. Expenditure</b>			
	<b>2012/2013</b>	<b>2013/2014</b>	<b>2014/2015</b>
Revenue	\$ 685,304	\$ 827,892	\$ 941,749
Expenditure*	\$ 384,726	\$ 420,216	\$ 503,112
Net Outcome	+ \$ 300,578	+ \$ 407,676	+ \$ 438,637

\*Does not include facility use or Administrative costs.

Prepared by Jennifer Overman, Recreation Supervisor II



# AGENDA REPORT

## Meeting of the Community Services Commission

**MEETING DATE:** October 21, 2015  
**SUBJECT:** Enrichment Class Cancellation Policy

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### Recommendation

Due to steadily increasing refund requests, fiscal impact and class cancellation due to last minute drops, a new cancellation fee policy is being recommended to be implemented beginning with the January 2016 enrichment class schedule. This new policy is in line with the policies of other cities.

### Board or Commission Action

Approve the Enrichment Class Cancellation Policy

---

### Introduction

#### ENRICHMENT CLASS/SPECIALTY CAMP CANCELLATION POLICY

##### Enrichment Classes

A full refund of class fees, less a \$10 cancellation fee, will be granted if the refund request is made before the first day of class.

A prorated refund of class fees, less a \$10 cancellation fee, will be granted if the request is made before the second class meeting.

Students who transfer from one class to another will be charged a \$10 transfer fee. If a student transfers to a class taught by the same instructor as the original class, no transfer fee will be applied.

##### Half-day Specialty Camps

A full refund of fees, less a \$20 cancellation fee, will be granted if the request is made on the Thursday prior to the start of the camp week. (If the request is made after the Thursday prior to the start of the camp week but before the first day, a full refund, less a \$50 cancellation fee, will be granted).

A prorated refund of fees, less a \$20 cancellation fee, will be granted if the request is made before the second camp day.

Students who transfer from one camp to another will be charged a \$20 transfer fee. If a student transfers to a class taught by the same instructor as the original camp, no transfer fee will be applied.

If enrichment classes/specialty camps are cancelled by the City or Instructor due to low enrollment or inclement weather, no fees will be assessed.

# July 1, 2013 - June 30, 2014

## Account Distribution Report (Summary)

Oct 12, 2015  
4:13 PM

GL Account: Classes- Adult Fitness, Classes- Adult Specialty, Classes- Dance, Classes- Youth Fitness, Classes- Youth Specialty  
 Revenue Site: San Marcos Community Services, Internet Site - San Marcos Community Services, Las Posas Pool, San Marcos Gymnasium, Woodland Park Pool  
 Transaction Site: San Marcos Community Services, Internet Site - San Marcos Community Services, Las Posas Pool, San Marcos Gymnasium, Woodland Park Pool  
 Transaction Date/Time: From Jul 1, 2013 12:00 AM through Jun 30, 2014 11:59 PM

Account Name	Account Number	Transaction	Debited	Credited	Transferred
Classes- Adult Fitness	442008-33035 CS0011	1720	\$2,585.67	(\$34,155.60)	(\$31,569.93)
Classes- Dance	442008-33038 CS0014	3086	\$6,547.34	(\$75,251.87)	(\$68,704.53)
Classes- Youth Fitness	442008-33033 CS0009	1728	\$6,808.94	(\$68,166.65)	(\$61,357.71)
Classes- Youth Specialty	442008-33034 CS0010	1924	\$18,252.12	(\$108,614.34)	(\$90,362.22)
<b>Totals:</b>	<b>8458</b>		<b>\$34,194.07</b>	<b>(\$286,188.46)</b>	<b>(\$251,994.39)</b>

# July 1, 2014 - June 30, 2015

## Account Distribution Report (Summary)

Oct 12, 2015  
4:13 PM

GL Account: Classes- Adult Fitness, Classes- Adult Specialty, Classes- Dance, Classes- Youth Fitness, Classes- Youth Specialty  
 Revenue Site: San Marcos Community Services, Internet Site - San Marcos Community Services, Las Posas Pool, San Marcos Gymnasium, Woodland Park Pool  
 Transaction Site: San Marcos Community Services, Internet Site - San Marcos Community Services, Las Posas Pool, San Marcos Gymnasium, Woodland Park Pool  
 Transaction Date/Time: From Jul 1, 2014 12:00 AM through Jun 30, 2015 11:59 PM

Account Name	Account Number	Transaction	Debited	Credited	Transferred
Classes- Adult Fitness	442008-33035 CS0011	1999	\$6,353.46	(\$47,271.98)	(\$40,918.52)
Classes- Dance	442008-33038 CS0014	3961	\$13,119.40	(\$84,970.65)	(\$71,851.25)
Classes- Youth Fitness	442008-33033 CS0009	2656	\$20,526.02	(\$97,655.29)	(\$77,129.27)
Classes- Youth Specialty	442008-33034 CS0010	2633	\$22,746.26	(\$129,348.47)	(\$106,602.21)
<b>Totals:</b>	<b>11249</b>		<b>\$62,745.14</b>	<b>(\$359,246.39)</b>	<b>(\$296,501.25)</b>

# July 1, 2015 - to date

## Account Distribution Report (Summary)

Oct 12, 2015  
4:14 PM

GL Account: Classes- Adult Fitness, Classes- Adult Specialty, Classes- Dance, Classes- Youth Fitness, Classes- Youth Specialty  
 Revenue Site: San Marcos Community Services, Internet Site - San Marcos Community Services, Las Posas Pool, San Marcos Gymnasium, Woodland Park Pool  
 Transaction Site: San Marcos Community Services, Internet Site - San Marcos Community Services, Las Posas Pool, San Marcos Gymnasium, Woodland Park Pool  
 Transaction Date/Time: From Jul 1, 2015 12:00 AM through Oct 12, 2015 11:59 PM

Account Name	Account Number	Transaction	Debited	Credited	Transferred
Classes- Adult Fitness	442008-33035 CS0011	549	\$2,283.35	(\$13,221.42)	(\$10,938.07)
Classes- Dance	442008-33038 CS0014	1211	\$4,105.37	(\$26,636.47)	(\$22,531.10)
Classes- Youth Fitness	442008-33033 CS0009	875	\$9,931.02	(\$36,728.14)	(\$26,797.12)
Classes- Youth Specialty	442008-33034 CS0010	785	\$9,982.77	(\$38,598.63)	(\$28,615.86)
<b>Totals:</b>	<b>3420</b>		<b>\$26,302.51</b>	<b>(\$115,184.66)</b>	<b>(\$88,882.15)</b>

City of San Marcos

**TRAILS ADVISORY COMMITTEE MEETING NOTES**

DATE: TUESDAY September 1, 2015; TIME: 6:30 PM – 7:30PM

Committee members present: Jim Elliot, Steve Laslovich, Patty Morton

CSC Commissioner present: Heather Towsley

Staff Advisor: Ron Vinluan

Guest: Joseph G. (student from Rancho Buena Vista High School)

1. TAC Candidate congratulations Steve Laslovich

2. Update:

- Bradley Park possible site for AMA club;

*CS staff advised CSC of studies that needed to be performed prior to designating Bradley Park as a RC flying site. CS staff will advise RC enthusiast of other areas outside of San Marcos that allow RC activities.*

- Kiosk at WG horse arena/riding block

*PW approved mounting block; kiosk and mounting block will be installed prior to HHF*

- Project 81001 (engineer not available)

- Grants

*A meeting with Engineering dept took place last month, they advised CS- If TAC will be going after grants then they need to apply for grants that match the cost of the projects.*

*The grant from RTP occurs annually, the City and TAC will prepare for next year's application opportunity. This year's application deadline is too close to be able to submit a quality application.*

3. HHF- October 11, 10am - 3pm

Patty needs: Edco boxes, ez ups; chairs, tables, vest, banners posted, Tegriscap maintenance

Submitted by: Ron Vinluan

**CITY OF SAN MARCOS**  
**YOUTH SPORTS COUNCIL**  
**Tuesday, September 1, 2015**  
**201 MATA WAY**

**Attendance:** All members present except San Elijo AYSO 1505.

*\*NFL Flag Football was present.*

**Call to order**

James Daza called the Youth Sports council meeting to order at 6:05pm.

**Approval of Minutes**

Scott Yeaman (SMYS) motioned to approve the modified minutes from the May 5, 2015 meeting. Jason Simmons (FC Sol) seconded the motion.

Motion carried 6-0 with San Marcos Youth Lacrosse abstaining.

**San Marcos Unified School District**

Martin Leon was present to update the YSC about summer projects. He informed the council that the well project at San Elijo Middle School has been completed. He also noted that FC Sol still needed to get their permits in to La Tanya Tatum-Milner as soon as possible. San Marcos Pop Warner also needs to send Martin their schedule for the high school football field use to ensure staff is available to unlock the facilities. Ben Willis (SMPW) mentioned to Martin that they would like to use the snack bars at the high schools.

**City of San Marcos Parks Update**

Art Sotelo informed the YSC about projects at the parks. There is a proposal to re-grade Bradley Park North and Multipurpose #1 next July, August and September. The City is planning to replace the Bradley Arena turf and to repair/replace the netting by January. Art asked the YSC to please remind all coaches to restrict eating on the Connors Park artificial turf as parks crews have reported finding sunflower seeds and other food related trash on the turf. The new mower Public Works acquired has the fields at Walnut Grove and Sunset Park looking in better condition. Barry Zeait (Rugby) wondered if there was any chance there would be netting put up above the fence line at Connors Park along the west side of the field. Buck Martin responded saying it was unlikely due to the cost and the Division of State Architecture approval that would be necessary.

**Community Services Commission Reports**



Holly Malan reminded the YSC about the dates each organization is to present to the Community Services Commission (CSC) throughout the year. She stated that the CSC looks forward to hearing what each league has going on during their seasons. Lori Schultz (SMYBB) recommended that the organization try to get one of their youth participants to present to the Commission. San Marcos Youth Lacrosse and San Marcos Youth Basketball agreed to switch the dates of their presentations; SMYL will now present in April and SMYBB in June.

### **Storage Container/Banners**

James Daza and Art Sotelo spoke about the storage containers at the various parks. They informed the groups that the City has selected Nevada Tan as the color all storage containers in City parks need to be painted. James said that the City would like this to be done before the end of the year. Ben Willis (SMPW) needed clarification on who was responsible for the repairs of the storage containers. James responded by letting Ben and the YSC know that it is the responsibility of the organizations to maintain those containers.

### **YSC Participation Due Date**

The YSC went back to the discussion from the last meeting of changing the participation number due date. The YSC agreed that for now the dates that participation numbers are collected will be fine. They decided to revisit the topic at a later time.

### **Final Thoughts**

James reminded the Council that the Triple Crown Sports will be hosting a tournament at Mission Sports Park during Labor Day weekend.

Jason Simmons (FC Sol) wanted to thank Rugby and NFL Flag football for helping the Boys and Girls Club during the summer by doing some camps. He also spoke about FC Sol's affiliation with the San Diego Nomads organization. He assured the YSC that while some FC Sol players wear the Nomads jerseys, they are San Marcos resident players and not San Diego teams playing here in San Marcos. He also informed the group that they are listed as FC Sol Nomads on their league schedules.

Lastly, Jason Simmons brought up the idea of having a San Marcos only soccer tournament, possibly during Thanksgiving time to act as a fundraiser. He suggested finding a group, possibly the Friends to run the tournament.

**Next regularly scheduled meeting will be Tues, November 3 @ 6pm. Meeting adjourned at 7:00pm.**