



# Agenda

## MEETING OF THE COMMUNITY SERVICES COMMISSION

**Wednesday, August 17, 2016, 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. COMMISSIONERS ARE APPOINTED AND EMPOWERED BY THE CITY COUNCIL TO HAVE JURISDICTION OVER PUBLIC PARKS, PLAYGROUNDS, AND RECREATIONAL FACILITIES OPERATIONS.

PUBLIC SPEAKERS 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**

**STAFF RECOMMENDATION**

### **ORAL COMMUNICATIONS**

### **CONSENT CALENDAR**

#### **1. APPROVAL OF MINUTES**

Commission meeting held on July 20, 2016.

**APPROVE**

#### **2. PROGRAM STATISTICS**

Consider participation statistics for the month of July, 2016  
Suggested modifications to statistical reporting methodology and formatting

**APPROVE**

#### **3. GENERAL FACILITY SCHEDULING**

Consider indoor and outdoor facility use requests for Aug. 17- Sept. 21, 2016

**APPROVE**

**COMMUNITY SERVICES COMMISSION****August 17, 2016****REPORTS AND OTHER BUSINESS**

4. SM Lacrosse Annual report , Zack Burke	<b>NOTE &amp; FILE</b>
5. South Lake and Richmar Park Update, Isaac Etchamendy	<b>NOTE &amp; FILE</b>
6. Trail Advisory Committee: Aug. 3, 2016 meeting notes	<b>NOTE &amp; FILE</b>
7. Park Naming, Armorlite Dr. near Mission Sports Park	<b>NOTE &amp; FILE</b>

**ORAL COMMUNICATIONS****NOTE & FILE**

Report from the Community Services Director

**WRITTEN COMMUNICATIONS****NOTE & FILE**

Community Services Department Mission, Vision, Values

**ADJOURNMENT**

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

**AFFIDAVIT OF POSTING**

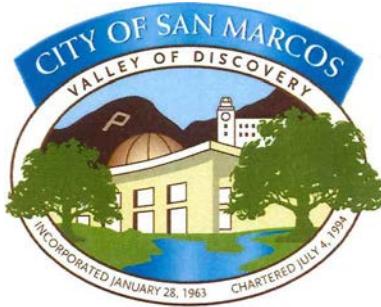
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Date: August 11, 2016

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Regina Williams, Commission Secretary

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## MINUTES

### Regular Meeting of the San Marcos Community Services Commission

**WEDNESDAY, JULY 20, 2016**

City Council Chambers

1 Civic Center Drive, San Marcos, CA 92069

**CALL TO ORDER:** Chairperson Jay Franklin called the meeting to order at 6:02 pm.

**PLEDGE OF ALLEGIANCE:** Led by Chairperson Franklin

#### **ROLL CALL:**

##### **Commissioners Present**

CRAIN	(5/7)	71%
FRANKLIN	(7/7)	100%
LINDSAY	(6/7)	86%
MOCKUS	(7/7)	100%
SENSMEIR (ALT)	(6/7)	86%
SMITH	(7/7)	100%
TOWSLEY	(7/7)	100%

##### **Commissioners Absent**

MAAS	(6/7)	86%
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**ALSO PRESENT:** Community Services Director Buck Martin, Program Manager Holly Malan, and Commission Secretary Regina Williams.

#### **ORAL COMMUNICATIONS**

None

#### **CONSENT CALENDAR**

Discussion about how statistics are gathered, calculated and whether each program is using the same methods of reporting. Previous Commission Secretary Krystal Mainprize is training Regina Williams on statistics reporting, and more use of the ActiveNet registration software will increase accuracy and methodology. Staff will clarify program areas and provide additional statistical categories at next month's meeting.

**COMMISSIONER SMITH MOTIONED TO APPROVE THE CONSENT CALENDAR, ITEMS 1-3, SECONDED BY COMMISSIONER TOWSLEY AND CARRIED UNANIMOUSLY.**

**ABSTENTIONS:** none

#### **REPORTS AND OTHER BUSINESS**

##### **4. SAN MARCOS YOUTH BASEBALL**

Representative unavailable and will reschedule to a future Commission meeting



**5. TAC ADVISORY COMMITTEE.** Chairperson Franklin reported on the July 6 meeting. Discussion of the watering schedule at Walnut Grove Park- sprinklers for sports fields and the equestrian arena will have to run at separate times; Art Sotelo of Public Works will coordinate the schedule. Council approved General Plan Update included 200 acres of open space at Double Peak Park and 60 miles of trails toward the park: population ratio. Financial components of the Parks Master Plan are presently being assessed by consultants.

The topic of mountain biking that is occurring off the designated trails is difficult to monitor by staff. Possible solutions are to increase the presence of Park Rangers, work with mountain biking groups that could help patrol, or officially review the possibility of integrating high-use areas into the existing trail system.

**6. July 4 Fireworks Fundraiser.** Holly Malan gave a final report and commended Commissioner Towsley on her efforts with the online promotions, including Face Book promotions and GoFundMe campaign. Total online donations raised were \$2,490.00, and saved staff time and postage costs. \$27,364.00 is the gross amount pledged for the event. A professional photographer was hired through the special events coordinator. These photos will be a beneficial for future online and promotional campaigns.

Commissioner Sensmeier attended the event for the first time this year, was impressed with the musical performance and noted that a family friendly, positive environment was created at the park. Chairperson Franklin complimented staff and Commissioner Towsley on their efforts to increase online communications and thanked everyone who worked on the committee.

**7. July is “Parks Make Life Better” month.** PP presentation shown. Athletics staff person Eric Leichliter attended the July 12, 2016 City Council meeting to inform and receive a proclamation for the official “Parks Make Life Better” month.

**8. Davia West Park naming.** ‘Davia West’ has been a placeholder name for the development project at Armorlite Dr. and Bingham Dr., near Mission Sports Park, but with ground breaking planned before October of this year, an official name will need to be selected. The park will include climbing rocks, pickle ball courts, and is a mixed-use area budgeted at \$1.6 million.

Chairperson Franklin would like to review previous names suggested for Connors Park. Commissioner Towsley thinks of this as a great opportunity to reflect on the history and vision of the city itself, incorporating that into the park naming process. She suggests each commissioner visit the location to experience the surrounding area, and Commissioner Mockus would like to gather feedback from the San Marcos Historical Society.

## **COMMISSIONER AND STAFF COMMENTARY**

Buck Martin updated commissioners on items such as:

- Annual Commission report to City Council will be scheduled by City Clerk soon
- A date has not been determined for a pickle ball tournament, but the tennis courts at Woodland Park have been lined, nets are in place, and courts are ready to use.
- Copy of approved City budget was sent via email
- Active citizens who have been calling in about Woodland Park duck pond are becoming volunteer rangers to help monitor the area. Staff will be creating informative signs regarding the flora and fauna of the park.
- Use of ‘Live Well San Diego’ and community calendars will increase online traffic to events
- Mountain lion sightings mostly in the CSUSM area, Ron and TAC are looking into notifications
- Double Peak Park telescope repair is expected to be finished before the end of August.
- San Elijo community request for a skate park was taken into consideration, but...



- after communicating with the Development Services Department and Water Authorities, staff discovered it would be very difficult to work around the easements and how hard-scaping impacts the surrounding area. Permission to build over water lines would not be granted. Taking into consideration noise ordinances and the original development plan of San Elijo, staff does not recommend the San Elijo area as an ideal location for a skate park but the project idea will remain open for future park development plans.
- American Red Cross Blood Drive this Friday, July 22, 9am -4pm. Located across from City Hall
- Chamber of Commerce event, July 28 at the Civic Center. Visit Chamber of Commerce website
- Richmar Park being constructed quickly, contact Buck Martin for a site tour
- 'Democracy in Action' is a city wide project that allows CSUSM students to gain hands on experience in municipal government projects. The Community Services project will entail researching economic impacts of sports tournaments and how to promote this aspect of tourism in the community. City Staff Holly Malan will be working with the Economic Development manager Tess Radmill on this project.
- CS marketing team is developing a social media campaign, *#Discover San Marcos*, and working closely with the Communications Office to increase an online presence.
- 'Pokémon' GO app. has created unexpected challenges in communities. People are staying in parks after sundown, traveling distracted and in undesignated areas. Staff is trying to be proactive, communicating with the Sheriff's office to prioritize the safety of young females after dark and others who may be distracted while traveling on roads and walkways.
- ActiveNet registration software will allow customers to book reservations and activities online, but also has marketing and reporting modules that will increase the accuracy of program statistics (attendance and revenues). Regina Williams is the assigned ActiveNet administrator within Community Services, serving as liaison between the I.T. and Finance departments at city hall.
- Double Peak Challenge 10k run scheduled for Oct. 1, 2016- all commissioners are encouraged to promote this event with their respective organizations. The non-profit organizations Friends of San Marcos and the San Marcos Promise, with support from the City of San Marcos and San Marcos Unified School District, are sponsoring the event.
- Walnut Grove Park was a location for the Rugby component of California State Games, a county wide event representing over 26 sports and 90 co-ed teams, which supports the Olympic movement. 2016 Summer Olympics from Rio DeJaniero begins in two weeks.
- Pony Baseball World Series at Mission Sports Park is scheduled for this upcoming weekend.

Commissioner Crain asked how the park population ratio is determined for the Parks Master Plan, and if it consistent with how the state and federal ratios are calculated for open space. Martin explained that not all calculations are calculated by the same method. Presently, the City of San Marcos includes a 50% park credit for accessibility to school districts hardscaping.

Commissioner Mockus attended the free Cody Lovaas Garden Concert and enjoyed the well-attended event with her family and friends. She would also like to see the Family Campout put on the events calendar.

Commissioner Smith complimented Towsley and Malan on a successful Fireworks campaign and is looking forward to next year's fundraiser.

Commissioner Sensmeier would like to have the department's new mission, vision, values sent as a separate document for reference.

Commissioner Towsley thanked everyone for their participation on the July 4 campaign, which was



a great success, and enjoyed the view from Double Peak Park.

Commissioner Lindsay agreed that Double Peak Park had great visibility of the fireworks show, and park visitors enjoyed an acoustic folk band. In the future, as Double Peak Park is officially incorporated into the City sponsored event, logistics and volunteer ranger staffing will be needed as attendance increases at that location.

Chair Franklin thanked staff for sending the budget requests, and commented:

- \$85,000 of the original department request was not allocated and is wondering what was not funded for this year. When he sees a line item named 'other' it would be good to have a detailed description of those expenses, and is wondering if low performing events or activities should be considered first when budget requests are not being approved. With more accurate statistical reporting, participation levels can be compared to revenues generated and there will be more information available to the commission and council when considering budget cuts.
- Thanked everyone for a successful fundraising campaign, and was glad to see more online participation. He noticed separate line items for the fireworks show and is wondering why it is allocated in the budget if there is fundraising involved. Staff member Malan explained how in years past, monies raised for the fireworks campaign could be rolled-over to the next year and would accumulate, but accounting methods have changed this year. Moving forward, the City Council will have to approve these funds in the budget and if the Fireworks Fundraising Committee does not raise enough to cover all expenses, providing a free fireworks show to the community will have to be reviewed and approved by Council. Malan went on to explain that donations raised by the Fireworks Committee will cover the cost of fireworks, permitting, and Sheriff's fees, while the department absorbs the supplies, staff, and logistical event costs.
- Chair Franklin suggests working closely with the Office of Communications on the branding of our city and sees the Pokémon app. as a great opportunity to promote outdoor activity. Innovation and technology are a way to harness participation and safety by designating Pokémon stops instead of the app's randomization. Towsley thinks there could be ways to incorporate this into the Discover San Marcos marketing campaign. Commissioners agree that there could be educational and health benefits to community and social trends, and it is always beneficial to be proactive.

## **WRITTEN COMMUNICATIONS**

Email from Julia Maas, not able to attend this evening.

## **ADJOURNMENT**

**CHAIRPERSON FRANKLIN ADJOURNED THE July 20, 2016 SAN MARCOS COMMUNITY SERVICES COMMISSION MEETING AT 7:23 P.M.**

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JAY FRANKLIN, CHAIRPERSON  
COMMUNITY SERVICES COMMISSION  
CITY OF SAN MARCOS

ATTEST:

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REGINA WILLIAMS, SECRETARY  
COMMUNITY SERVICES COMMISSION  
CITY OF SAN MARCOS

## Community Services Monthly Program Statistics July 2016

Service Areas/Division	Number of Meetings	Total Number of Entrances 2016	Total Number of Entrances 2015	Total Entrances % Variance	Notes	Rolling, Annual Avg.
<b>Aquatics- Woodland Pool</b>	190	5910	6739	-12%		
<b>Las Posas Pool</b>	363	4374	5820	-25%	1	
<b>City Public Special Events</b>	1	5000	4700	6%		
<b>Sports- Adult</b>	455	12590	13016	-3%		
<b>Youth</b>	146	3375	3283	3%		
<b>Classes- Adult</b>	79	512	704	-27%	2	
<b>Youth</b>	239	2856	3069	-7%		
<b>Music/Performing Arts</b>	3	620	713	-13%		
<b>Youth- Preschoolers</b>	40	1728	2104	-18%	3	
<b>Camps</b>	20	4060	4400	-8%		
<b>Tea Parties, Fun Friday, FEP</b>	6	141	122	16%		
<b>Seniors- Services</b>	101	3674	2802	31%	4	
<b>Programs/Classes</b>	360	5653	6430	-12%		
<b>Meals</b>	21	914	1223	-25%	5	
<b>Trips</b>	7	63	118	-47%	6	
<b>Indoor Facility Use</b>	68	4191	4842	-13%		
<b>Outdoor Facility Use</b>	59	3600	2410	49%	7	
<b>Nature Center/Hikes</b>	12	282	309	-9%		
<b>Total</b>	2,170	59,543	62,804	-5%		

### Comments

1. In 2015 swim lessons from Woodland Pool were transferred to Las Posas Pool.
2. Adult classes are down overall and Zumba class was only offered once a week v. twice a week
3. RA&A preschoolers program had one less classroom available because it was used for camp this summer.
4. The Senior Center has a new staff member running the services and she has done a great job of announcing the services at lunch, posting flyers and outreach at different San Marcos locations.
5. In July we had a new catering company start.
6. Trip schedules change each year and will not be offered in the same months as previous years.
7. 18 additional more park reservations this July

**Facility Use List**  
**Representative List**  
**August 18 – September 21, 2016**

**Community Center**

<b>Date</b>	<b>Event</b>	<b>Time</b>	<b>Room</b>
Friday, August 19 & September 16	<b>Susie Dance Party*</b>	6:45 – 8:45 p.m.	Meeting Rm
Saturday, August 20	Coleman Wedding	4:00 – 11:00 p.m.	Main Hall
Sunday, August 21, 28 September 4, 11, 18	<b>Mission 316 Church*</b>	8:00 a.m. – 1:00 p.m.	All Rooms
Sunday, August 21	Dance Recital	1:00 – 6:00 p.m.	Main Hall
Monday, August 22, 29, September, 19	<b>Connected Warriors Yoga*</b>	6:45 – 7:45 p.m.	Meeting Room
Tuesday, August 23 & September 20	Start Smart	6:00 – 8:00 p.m.	Main Hall
Wednesday, August 24	SMHS Football	5:30 – 8:00 p.m.	Main Hall
Thursday, August 25, September 10	<b>ARC CPR Class</b>	9:00 a.m. – 3:00 p.m.	Dining Room Arts & Crafts
Friday August, 26	SMUSD Staff Meeting	8:30 a.m. – 1:30 p.m.	Main Hall
Friday, August 26	Jehovah Witnesses	6:00 – 9:00 p.m.	Main Hall
Sunday, August 28	Fallbrook Episcopal Church	2:00 – 7:00 p.m.	Main Hall
Monday, August, 29	San Elijo Hills HOA	5:30 – 9:00 p.m.	Dining Room
Wednesday, September 7	Family Enrichment	5:30 – 7:30 p.m.	Arts & Crafts
Thursday, September 8	SMYS Revolution	7:00 - 9:00 p.m.	Dining Room
Monday, September 12	SMYB	6:00 – 8:00 p.m.	Dining Room
Tuesday, September 14	COSM Roadway Training	6:30 a.m. – 4:00 p.m.	Main Hall & Dining Room
Thursday, September 15	United Healthcare	10:00 a.m. – 1:00 p.m.	Dining Room
Thursday, September 15	Town Hall Meeting	5:30 – 7:00 p.m.	Main Hall
Saturday, September 17	No. County Health Services	7:00 a.m. – 6:00 p.m.	Main Hall
Monday, September 19	TW Charlotte's Web Audition	5:00 – 8:00 p.m.	Dining Room Main Hall
Tuesday, September 20	Victoria Ranch HOA	6:30 – 8:30 p.m.	Conference
Wednesday, September 21	Rancho Santalina HOA	6:00 – 8:00 p.m.	Dining Room

### Barn

Date	Event	Time	Room
Friday, August 19	The Father's House	4:00– 8:00 p.m.	Barn
Saturday, August 20	Raymundo Quince	1:00 – 11:00 p.m.	Barn
Friday, August 26 & September 9	<b>Whirlaways</b>	6:30 – 10:30 p.m.	Barn
Saturday, August 27	Shofu Dental Corp	10:00 a.m. – 5:00 p.m.	Barn
Saturday, September 3	Salazar Wedding	11:00 a.m. – 11:00 p.m.	Barn
Saturday, September 10	Sam's Posse Fundraiser	1:00 – 9:00 p.m.	Barn
Sunday, September 11	Conquest Baby Shower	11:00 a.m. – 6:00 p.m.	Barn
Friday, September 16	Zambrano Lozano Wedding	7:30 a.m. – 3:00 p.m.	Barn
Saturday, September 17	Ray of Sunshine	4:00 – 10:00 p.m.	Barn
Saturday, September 18	Vallecitos SPURS	7:00 a.m. – 5:00 p.m.	Arena

### Senior Center

Date	Event	Time	Room
Thursday, August 18	<b>Palomar RC Flyers*</b>	7:00 – 9:30 p.m.	Horizon Room
Thursday, August 18	Scoot N' Weavers	7:00- 9:00 p.m.	Fitness Room
Thursday, August 18 & September 15	Greenwood Park HOA	6:00 – 8:00 p.m.	Crafts Room
Sunday, August 21, 28, & September 4, 11, 18	<b>River Church*</b>	8:00 a.m. – 1:00 p.m.	Main Room, Rec, Comm
Tuesday, August 23	Twin Oaks Valley HOA	6:00 – 8:00 p.m.	Community Room
Tuesday, August 23, 30, September 6, 13, 20	<b>Music Men*</b>	6:30 – 10:00 p.m.	Horizon Room
Wednesday, August 24, 31, September 7, 14, 21	<b>San Diego Church of Christ*</b>	7:00 -9:00 p.m.	Main Room
Thursday, September 8, September 15	UCSD Research Study	1:00 – 5:30 p.m.	Main Room
Monday, September 12	CWONC	6:00 - 8:30 p.m.	Horizon Room
Monday, September 12	Vallecitos HOA	7:00 – 8:30 p.m.	Crafts Room
Wednesday, September 14	Autumn Heights HOA	5:45 – 8:00 p.m.	Crafts Room
Wednesday, September 14	Belleza HOA	6:00 – 8:00 p.m.	Community
Wednesday, September 21	Gardens HOA	6:00 – 8:00 p.m.	Community

### Wood House

Date	Event	Time	Room
Saturday, August 27 & September 10	<b>Concerts in the Garden</b>	6:30 – 9:15 p.m.	Wood House
Wednesday, September 21	SM Woods HOA	7:00 – 9:00 p.m.	Wood House

**\*On-Going Facility Use**

## Reservation Master Report

Reservation Date: From Aug 18, 2016 through Sep 21, 2016  
Facility Type: Park Gazebo, Park Picnic Shelter

Date / Setup - Ready Time / Start - End Time	Facility / Equipment / Type / Center	Event / Event Type / Starting and Ending dates	Contact Information	Permit# Attend/Qty	Notes
Aug 20, 2016 Saturday 7:00 AM - 3:00 PM 7:30 AM - 2:30 PM	Jack's Pond Park Corral Park Picnic Shelter Jack's Pond Park	Jr. Ranger Day Picnic without jump house, ponies, etc. Aug 20, 2016 - Aug 20, 2016	Ron Vinluan P: (760) 744-9000	1717 50	Requested by Ron Vinluan & Kylee
1:30 PM - 7:30 PM 2:00 PM - 7:00 PM	Sunset West 1 & 2 Park Picnic Shelter Sunset Park	baptism #1576 Picnic without jump house, ponies, etc. Aug 20, 2016 - Aug 20, 2016	Edgar Monjara P: (760) 638-3753	1576 80	Asked about having a Mariachi. I let them know they cannot have a Mariachi. -VM
1:30 PM - 6:30 PM 2:00 PM - 6:00 PM	Woodland Park West Park Picnic Shelter Woodland Park	birthday party Picnic without jump house, ponies, etc. Aug 20, 2016 - Aug 20, 2016	Mayra Sanchez P: (760) 893-0855	1835 50	
2:30 PM - 7:30 PM 3:00 PM - 7:00 PM	Sunset East Park Picnic Shelter Sunset Park	Birthday Party Picnic without jump house, ponies, etc. Aug 20, 2016 - Aug 20, 2016	Gabriella Millan P: (760) 755-9317	1836 50	
3:30 PM - 7:30 PM 4:00 PM - 7:00 PM	Woodland Park Schoolside Park Picnic Shelter Woodland Park	birthday Picnic without jump house, ponies, etc. Aug 20, 2016 - Aug 20, 2016	Marisol Franco P: (760) 978-4429	1794 50	
Aug 21, 2016 Sunday 8:30 AM - 1:30 PM 9:00 AM - 1:00 PM	San Elijo Gazebo Park Picnic Shelter San Elijo Hills Park	Church Picnic Picnic without jump house, ponies, etc. Aug 21, 2016 - Aug 21, 2016	San Dieg Church Of Christ (Non-Profit) Leanne Banks P: (760) 420-6961	1838 150	
9:30 AM - 4:30 PM 10:00 AM - 4:00 PM	Woodland Park Pepper Park Picnic Shelter Woodland Park	Birthday Party Picnic w/jump house Aug 21, 2016 - Aug 21, 2016	Miguel Zararias P: (760) 846-4338	1796 50	
12:30 PM - 4:30 PM 1:00 PM - 4:00 PM	Sunset East Park Picnic Shelter Sunset Park	Birthday #1751 Picnic without jump house, ponies, etc. Aug 21, 2016 - Aug 21, 2016	Ashley Gibbons S: (760) 692-8324 P: (760) 539-2966	1751 50	
2:30 PM - 7:30 PM 3:00 PM - 7:00 PM	San Elijo Gazebo Park Picnic Shelter San Elijo Hills Park	Party #1761 Picnic without jump house, ponies, etc. Aug 21, 2016 - Aug 21, 2016	Lorna Marquez P: (619) 221-7842	1761 50	
Aug 27, 2016 Saturday 10:30 AM - 5:30 PM 11:00 AM - 5:00 PM	Hollandia Park Gazebo Park Picnic Shelter Hollandia Park	Family Party #1753 Picnic without jump house, ponies, etc. Aug 27, 2016 - Aug 27, 2016	Charlie Liuchan S: (760) 855-8368 P: (760) 390-2217	1753 100	
2:30 PM - 6:30 PM 3:00 PM - 6:00 PM	San Elijo Gazebo Park Picnic Shelter San Elijo Hills Park	Baptism #1760 Picnic without jump house, ponies, etc. Aug 27, 2016 - Aug 27, 2016	Vanessa Castillo P: (760) 201-7307	1760 60	
3:30 PM - 7:30 PM 4:00 PM - 7:00 PM	Sunset West 1 & 2 Park Picnic Shelter Sunset Park	Family Church Picnic #1766 Picnic without jump house, ponies, etc. Aug 27, 2016 - Aug 27, 2016	Randy Stebbing P: (760) 716-0280	1766 150	

## Reservation Master Report

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Facility Type: Park Gazebo, Park Picnic Shelter

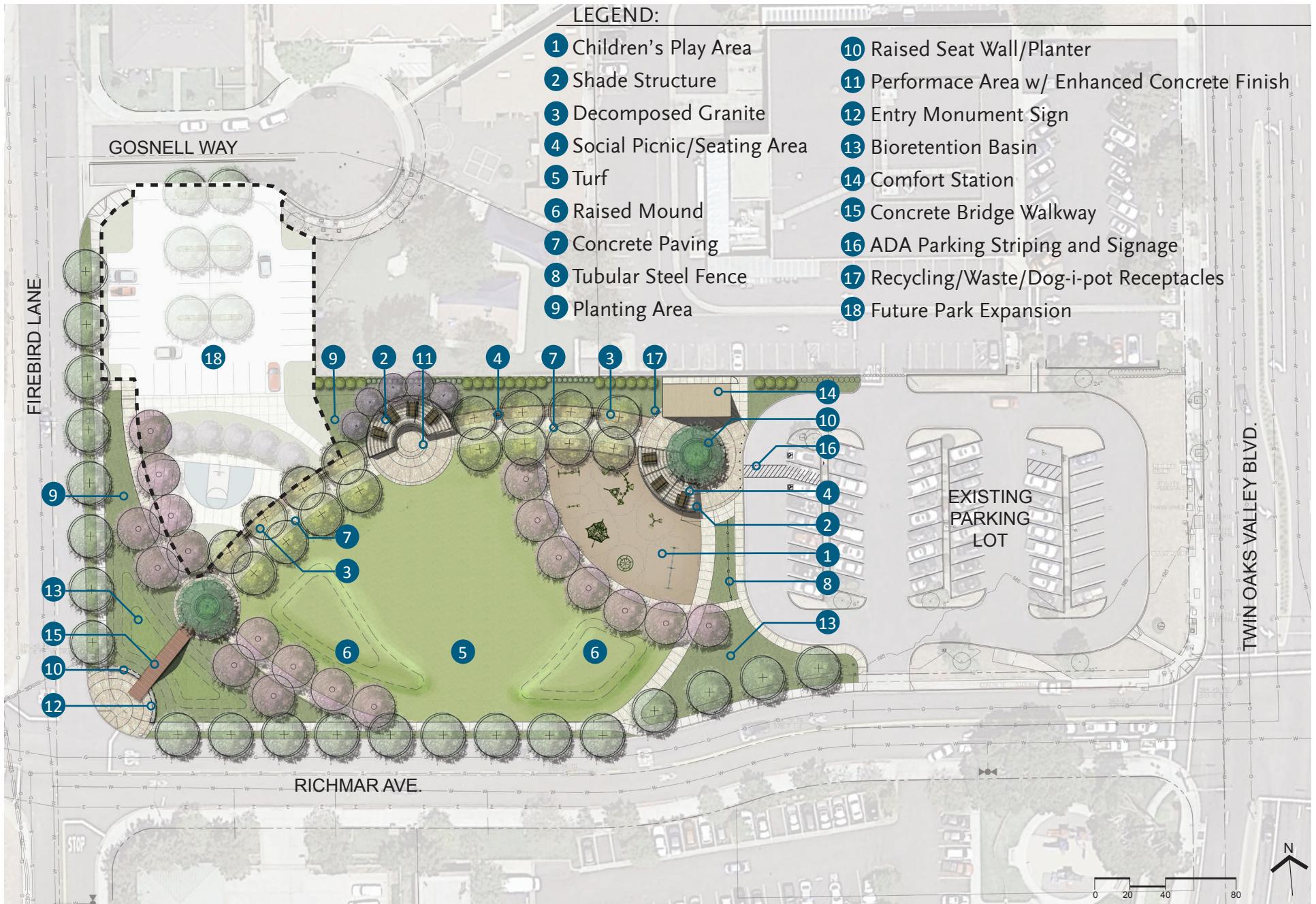
Date / Setup - Ready Time / Start - End Time	Facility / Equipment / Type / Center	Event / Event Type / Starting and Ending dates	Contact Information	Permit# Attend/Qty	Notes
3:30 PM - 6:30 PM 4:00 PM - 6:00 PM	Woodland Park Schoolside Park Picnic Shelter Woodland Park	Birthday Party Picnic without jump house, ponies, etc. Aug 27, 2016 - Aug 27, 2016	Mario Molina P: (760) 658-0504	1847 50	
Aug 28, 2016 Sunday 9:30 AM - 2:30 PM 10:00 AM - 2:00 PM	Jack's Pond Park East Park Picnic Shelter Jack's Pond Park	Birthday Party Picnic without jump house, ponies, etc. Aug 28, 2016 - Aug 28, 2016	Jennifer Mcnamara P: (760) 727-8902	1849 50	
11:30 AM - 4:30 PM 12:00 PM - 4:00 PM	Sunset East Park Picnic Shelter Sunset Park	Birthday Party Picnic without jump house, ponies, etc. Aug 28, 2016 - Aug 28, 2016	Sal Ramirez P: (619) 792-5393	1809 50	
11:30 AM - 4:30 PM 12:00 PM - 4:00 PM	Sunset West 1 & 2 Park Picnic Shelter Sunset Park	Church Picnic #1057 Picnic without jump house, ponies, etc. Aug 28, 2016 - Aug 28, 2016	Crossing Church (Non-Profit) Jan Pollard P: (760) 752-7895	1057 100	
12:30 PM - 6:30 PM 1:00 PM - 6:00 PM	San Elijo Gazebo Park Picnic Shelter San Elijo Hills Park	Birthday Party Picnic w/jump house Aug 28, 2016 - Aug 28, 2016	Jim Pearson S: (760) 443-5340 P: (760) 443-5350	1798 50	
Sep 3, 2016 Saturday 9:30 AM - 1:30 PM 10:00 AM - 1:00 PM	San Elijo Gazebo Park Picnic Shelter San Elijo Hills Park	Eloise Birthday #1669 Picnic without jump house, ponies, etc. Sep 3, 2016 - Sep 3, 2016	Laura Dassrath P: (619) 952-4099	1669 30	
12:30 PM - 6:30 PM 1:00 PM - 6:00 PM	Sunset East Park Picnic Shelter Sunset Park	birthday party Picnic without jump house, ponies, etc. Sep 3, 2016 - Sep 3, 2016	Jesus Martinez P: (760) 672-3478	1829 50	
12:30 PM - 4:30 PM 1:00 PM - 4:00 PM	Woodland Park Pepper Park Picnic Shelter Woodland Park	Birthday Picnic without jump house, ponies, etc. Sep 3, 2016 - Sep 3, 2016	Verenice Timmons P: (442) 257-4241	1834 50	
Sep 4, 2016 Sunday 10:00 AM - 3:00 PM	Sunset East Park Picnic Shelter Sunset Park	Birthday Party Picnic without jump house, ponies, etc. Sep 4, 2016 - Sep 4, 2016	Amanda Monteiro P: (760) 623-6467	1848 35	
12:30 PM - 7:30 PM 1:00 PM - 7:00 PM	San Elijo Gazebo Park Picnic Shelter San Elijo Hills Park	birthday party Picnic w/jump house Sep 4, 2016 - Sep 4, 2016	Miriam Smith P: (760) 877-0286	1841 50	
Sep 10, 2016 Saturday 10:30 AM - 2:30 PM 11:00 AM - 2:00 PM	Woodland Park Pepper Park Picnic Shelter Woodland Park	baptism Picnic w/jump house Sep 10, 2016 - Sep 10, 2016	Victoriana Rendon S: (760) 612-7197 P: (760) 840-0248	1812 50	
12:30 PM - 4:30 PM 1:00 PM - 4:00 PM	Sunset West 1 & 2 Park Picnic Shelter Sunset Park	Baby 1st birthday Picnic without jump house, ponies, etc. Sep 10, 2016 - Sep 10, 2016	Lupe Franco P: (760) 443-4387	1788 50	

## Reservation Master Report

Reservation Date: From Aug 18, 2016 through Sep 21, 2016  
Facility Type: Park Gazebo, Park Picnic Shelter

Date / Setup - Ready Time / Start - End Time	Facility / Equipment / Type / Center	Event / Event Type / Starting and Ending dates	Contact Information	Permit# Attend/Qty	Notes
1:00 PM - 6:00 PM	Woodland Park West Park Picnic Shelter Woodland Park	Birthday party #1757 Picnic w/jump house Sep 10, 2016 - Sep 10, 2016	Melissa Brennan P: (760) 310-0495	1757 30	
Sep 11, 2016 Sunday 10:30 AM - 6:30 PM 11:00 AM - 6:00 PM	Jack's Pond Park Corral Park Picnic Shelter Jack's Pond Park	birthday party #1758 Picnic w/Ponies/Petting zoo Sep 11, 2016 - Sep 11, 2016	Lourdes Acevedo P: (619) 602-0480	1758 50	
12:30 PM - 5:30 PM 1:00 PM - 5:00 PM	San Elijo Gazebo Park Picnic Shelter San Elijo Hills Park	Birthday Picnic w/jump house Sep 11, 2016 - Sep 11, 2016	Daisy Ortega P: (760) 855-6701	1822 50	
1:30 PM - 6:30 PM 2:00 PM - 6:00 PM	Hollandia Park Gazebo Park Picnic Shelter Hollandia Park	Birthday Party Picnic w/jump house Sep 11, 2016 - Sep 11, 2016	Miriam Diaz P: (760) 290-9455	1816 50	
1:30 PM - 4:30 PM	Sunset East Park Picnic Shelter Sunset Park	Birthday Party Picnic without jump house, ponies, etc. Sep 11, 2016 - Sep 11, 2016	anna espinosa S: (760) 807-9921 P: (730) 270-2099	1846 20	
Sep 16, 2016 Friday 3:30 PM - 7:30 PM 4:00 PM - 7:00 PM	Woodland Park Schools Park Picnic Shelter Woodland Park	The Father's House Kids Ministry Event #1754 Picnic without jump house, ponies, etc. Sep 16, 2016 - Sep 16, 2016	Tracy Daugherty P: (760) 650-6010	1754 50	Charles Badger Cancelled reservation and is tentatively requesting a special permit for sometime in September.
Sep 17, 2016 Saturday 10:30 AM - 3:30 PM 11:00 AM - 3:00 PM	Hollandia Park Gazebo Park Picnic Shelter Hollandia Park	1st birthday Picnic without jump house, ponies, etc. Sep 17, 2016 - Sep 17, 2016	Britney Sandru P: (619) 865-0235	1795 50	
12:00 PM - 2:00 PM	Sunset East Park Picnic Shelter Sunset Park	6 year old birthday party Picnic without jump house, ponies, etc. Sep 17, 2016 - Sep 17, 2016	Jennifer Saucedo P: (760) 703-1256	1810 40	
12:30 PM - 5:30 PM 1:00 PM - 5:00 PM	Woodland Park West Park Picnic Shelter Woodland Park	Birthday Picnic w/jump house Sep 17, 2016 - Sep 17, 2016	Elvia Martinez P: (619) 765-9064	1833 50	
2:30 PM - 5:30 PM 3:00 PM - 5:00 PM	Sunset East Park Picnic Shelter Sunset Park	birthday Picnic without jump house, ponies, etc. Sep 17, 2016 - Sep 17, 2016	Dan Massiello P: (760) 477-7506	1820 50	





## RICHMAR PARK

San Marcos, CA

Date: February 18, 2016



Project #: 15-407

SCHMIDT DESIGN GROUP, INC.  
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# NOTES

## Regular Meeting of the Trails Advisory Committee

Wednesday, August 3, 2016 6:30 PM  
3 Civic Center Drive San Marcos, CA 92069  
Regular Trails Advisory Committee Meeting

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**CALL TO ORDER:** Chairman Jim Elliot called the meeting to order at 6:35 PM

### **ROLL CALL**

**PRESENT:** Committee Chairman Jim Elliot  
Member Steve Laslovich  
Member Patty Morton  
Member Michael Quijada

**ABSENT:** Member William Moog

**ALSO PRESENT:** Community Service Commissioner Robert Crain  
Program Manager Brenda Sylvia  
Staff Advisor Ron Vinluan

### **APPROVAL OF MINUTES**

A motion for approval of the July 6, 2016 Trails Advisory Committee notes was made by Chairman Jim Elliot, seconded by committee members. Motion carried.

### **NEW BUSINESS**

1. *Social Media-Program Manager Brenda Sylvia informed the group of the "Social Media" component that was developed. This will help market the Community Services Department's opportunities that are available to the public.*
2. *HHF/Horse Heritage Festival- (event day Sunday October 16) Patty Morton let the TAC aware of the meeting dates, and the equipment and supplies needed for the event*
3. *Bike Patrol- Committee member Mike Quijada met with the SDMBA and inquired about their bike patrol. Mike also asked SDMBA about past members that attended TAC meeting with some trail improvement proposals. The TAC is looking to possibly re-start a bike patrol program, (to be continued).*



## Regular Trails Advisory Committee meeting

Wednesday, August 3, 2016

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4. *Woodland Park Pond/Discovery Lake-new signs will be placed at both locations. At Woodland Park signs at the pond to help educate park visitors. Discovery Lake a sign will be installed to inform park visitors of the park hours.*

### **Old Business**

1. Trails blazing-the City will be contacting San Elijo Hills Development LLC to make them aware of the trespassing & disturbance in the protected habitat area.
2. Trail Map-all map information was giving to the City's Public Information Officer. Maps to be printed this month/August

### **UPDATE**

#### **WRITTEN COMMUNICATION**

**NONE**

#### **ORAL COMMUNICATIONS**

**NONE**

#### **TAC COMMENTARY**

Next meeting is 6:30pm Wednesday, September 3, 2016.

#### **ADJOURNMENT**

Moved by Chairman Jim Elliot, TAC unanimously approved to adjourn the meeting of the San Marcos Trails Advisory Committee at 8:00 PM.

ATTEST:

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RON VINLUAN, STAFF ADVISOR  
CITY OF SAN MARCOS  
TRAILS ADVISORY COMMITTEE



## **Community Services Department**

### **VISION, MISSION & VALUES**

#### **VISION**

San Marcos Community Services Department's vision is a healthy community that fosters positive relationships through exceptional recreation opportunities.

#### **MISSION**

We serve and enrich our community by providing inclusive recreational places and programs.

#### **VALUES**

##### ***Innovation***

We create programs and services that evolve to meet the needs of our community.

##### ***Customer Service***

We treat each individual with courtesy and respect while meeting their needs in a timely manner.

##### ***Integrity***

We do what is right for our community and each other.

##### ***Enrichment***

We provide fun and creative ways to educate, entertain and enhance the lives of our community.

##### ***Teamwork***

Through collaborative efforts and effective communication we achieve goals for the benefit of all.