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# AGENDA

## PARKS & RECREATION COMMISSION

WEDNESDAY, AUGUST 19, 2020  
VIRTUAL MEETING

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

### **ORAL COMMUNICATIONS**

Volunteer recognition awards

**STAFF RECOMMENDATION**

### **CONSENT CALENDAR**

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

Commission meeting held on June 17, 2020

**APPROVE**

### **REPORTS AND OTHER BUSINESS**

1. Staff Report, City Project Updates – Isaac Etchamendy **NOTE & FILE**
2. Staff Report, Ranger Program – Taylor Oshinski **NOTE & FILE**
3. Trails Advisory Committee Meeting Minutes **NOTE & FILE**

### **ORAL COMMUNICATIONS**

Report from the Parks & Recreation Director

**NOTE & FILE**

### **WRITTEN COMMUNICATIONS**

### **ADJOURNMENT**

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

**AFFIDAVIT OF POSTING**



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Date: August 13, 2020



Cheryl Salazar, Commission Secretary

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## Minutes

### Regular Meeting of the San Marcos Parks & Recreation Commission

**Wednesday, June 17, 2020**

**GoToMeeting – Link in City Calendar**

**CALL TO ORDER:** Chairperson Jay Franklin called the meeting to order at 6:00 pm.

**PLEDGE OF ALLEGIANCE:** Chairperson Jay Franklin

**ROLL CALL:**

Commissioners Present

FRANKLIN	(4/4)	100%
HERNANDEZ	(4/4)	100%
LINDSAY	(4/4)	100%
MOCKUS	(4/4)	100%
PRESTININZI (ALT)	(4/4)	100%
ROBLES	(4/4)	100%
SENSMEIER	(4/4)	100%
SMITH	(4/4)	100%

Commissioners Absent

**ALSO PRESENT:**

Director Buck Martin, Program Managers Darren Chamow & Andrea Gonzalez, Commission Secretary Cheryl Salazar, Recreation Supervisor, Evan Hoenig, Management Analyst.

**ORAL COMMUNICATIONS**

Volunteer recognition awards – there were none recommended.

**CONSENT CALENDAR**

**COMMISSIONER SMITH MOVED TO APPROVE CONSENT CALENDAR ITEMS 1 AS PRESENTED, SECONDED BY COMMISSIONER SENSMEIER AND CARRIED TO APPROVE.**

**REPORTS AND OTHER BUSINESS**

**1. Staff Report, Democracy In Action Project**

Evan Hoenig, Management Analyst for the Parks & Recreation Department gave a presentation highlighting the data collected through the community survey.

Commissioner Robles had questions about trails maintenance. Director Martin responded that he would communicate with the Parks Maintenance staff.

Chair Franklin asked why the Spanish language responses were not included in the final analysis of responses; Chamow will follow up. Chair Franklin would like to see more regular social media posts about Parks & Recreation

## **2. Trails Advisory Committee Guidelines**

Vice-Chair Lindsay discussed the recommendations of changing the language to (including 1 alternate). Everyone in agreeance.

Vice-Chair Lindsay discussed the history of the property owner language and would like to include resident and/or property owner as our trails flow into the sphere of influence areas. Commissioner Mockus-Valenzuela would not like to exclude any renters. Chair Franklin would like to be more inclusive rather than exclusive.

**MOVED BY VICE-CHAIR LINDSAY, SECOND BY COMMISSIONER MOCKUS-VALENZUELA AND CARRIED UNANIMOUSLY TO APPROVE THE TRAILS ADVISORY GUIDELINES WITH THE AFOREMENTIONED CHANGES.**

### **ORAL COMMUNICATIONS**

Parks & Recreation Director Buck Martin provided an update on the following items:

- Summer Camp registration went live today for Summer Camps. Specialty Camps will go live tomorrow.
- Staff is utilizing Supervisor Gaspar's program regarding sports field use.
- Park hours have been extended for lighting so that more teams can practice.
- Friends of San Marcos Parks & Recreation had a board meeting last Wednesday and they made decisions regarding some funding opportunities. Two of the programs they are excited about are Recreation Swim and Hikes/Star Walks.
- Pools programming will begin around the second week of July with 3 days a week for a couple hour sessions.
- Richmar Park Preschool Applicant is taking over the building where the billiards business is located and the Hookah Lounge does not open until the preschool is closed. Preschoolers will utilize a rope and walk over in the crosswalk.
- Discovery Lake Aeration is moving in the right direction and Reed Thornberry will be coming in the future to present on the progress.
- Fireworks are cancelled and the City may be closing Double Peak Park early to try ensure resident safety.

Commissioner Smith asked for clarification about camp registration dates, times and resident vs. non-resident. Smith also asked about how often the pools will be open. Darren clarified the camp registration will open for both residents and non-residents at the same time.

### **COMMISSIONER COMMENTARY**

Commissioner Robles asked for clarification regarding the first hike that will be back. Gonzalez confirmed that hikes will be back when the County guidelines allows gatherings. Robles was concerned about the data collection process, the Spanish speaking survey results were not representative for the Spanish speaking population. She would like to express that the City use more focus on gathering data from the Spanish-speaking population.



**City of San Marcos**  
3 Civic Center Drive  
San Marcos, CA 92069

Commissioner Mockus-Valenzuela expresses thanks to staff for addressing the pool situation and seeing the post about Mental Health. She is excited about the camps opening.

Commissioner Sensmeier received the Senior Resource Guide and reached out to staff to thank them for the thoughtful mental activities they provided.

Franklin said thank you for the survey and data collection and it is a good starting point and hopes it will be used as a guiding document. Franklin emphasized that Commissioners are the eyes and ears of the community and that Commissioners help City staff to address issues found in the community.

#### **WRITTEN COMMUNICATION**

#### **ADJOURNMENT**

**CHAIRPERSON FRANKLIN ADJOURNED THE JUNE 17, 2020 SAN MARCOS PARKS & RECREATION COMMISSION MEETING AT 6:58 P.M.**

ATTEST:

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Jay Franklin, Chairperson  
Parks & Recreation Commission  
City of San Marcos

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Cheryl Salazar, Comm. Secretary  
Parks & Recreation Commission  
City of San Marcos

## MINUTES

Regular Meeting of the Trails Advisory Committee  
Wednesday, July 8, 2020 6:00 pm  
3 Civic Center Drive San Marcos, CA 92069 – Meeting held via GoToMeeting.com

**CALL TO ORDER:** Parks & Recreation - Recreation Coordinator, Taylor Oshinski, called the meeting to order at 6:01PM.

## ROLL CALL:

Adam Watkins (Chair), Carrie Alidaee, Rich Amiton, David Simpson & John Walsh  
Parks & Recreation Commissioners - Jay Franklin & Travis Lindsay  
Guests: Carolynn Reed  
Not Present: Torrey Olson (Vice Chair)

## OLD BUSINESS

1. TAC participation dropped off considerably in 2019 so meetings will be held quarterly. By holding the meetings quarterly, we hope to increase participation and attendance. Taylor notified the TAC members that an email will be sent prior to each meeting. He requested to receive feedback if you are unable to attend the meeting. All meetings for 2020 have already been scheduled and are available on the first page of the agendas.
2. The Trails Master Plan is currently under the final revision. The Trails Master Plan should hopefully be completed by the end of summer 2020.
3. Taylor reminded the TAC that the April TAC meeting was cancelled due to COVID.

## NEW BUSINESS

1. Carolynn Reed was present on the call as a guest but was unable to communicate on the GoToMeeting app. The City has still not received her TAC Application to be approved by the Parks & Recreation Commission. She will remain a guest until an application is received.
2. Taylor spoke about the future bike park slated for Bradley Park in the empty eight acre field behind the multipurpose fields. Jay requested that the TAC members receive updated plans for the park after the City has them confirmed.
3. The TAC members spoke about the heavy trail usage since COVID began. All have experienced a major influx in the trails that they regularly use. Adam explained that he has witnessed an increase in vehicles parked in the neighborhood surrounding Lakeview Park. However, the majority have experienced friendly hikers that are respectful of nature, surrounding neighborhoods and other hikers.

4. Carrie questioned sections of lodge pole fencing around the Walnut Grove Park area. Taylor asked that she submit pictures and an exhibit of the fencing in question and he would provide it to Public Works for further inspection. Taylor explained that JPIA has been involved with lodge pole fencing around San Marcos and the City will abide by the recommendation of JPIA.
5. There was discussion of some erosion on the trails surrounding Double Peak Park. Taylor requested that TAC members provide him with an exhibit and pictures of any trails that present potentially dangerous hazards and he would follow up with the proper department.
6. The TAC discussed developing verbiage that helps identify the different variations of trails. This will not be covered in the recent Trails Master Plan update so this is a great topic for the TAC to work on moving forward.
7. John asked about the equestrian flyer at the Walnut Grove Park kiosk. Taylor notified him that an updated flyer has been posted.

#### **CONSENT CALENDAR**

##### **1. APPROVAL OF MINUTES** – Trails Advisory Committee

January 2020 TAC meeting minutes were approved. John Walsh motioned to approve and Adam Watkins seconded.

#### **ORAL COMMUNICATIONS:**

1. No additional information was presented or requests made.

#### **TAC MEMBER COMMENTARY**

Next meeting is scheduled for Wednesday, October 14, 2020 at 6:00pm

#### **ADJOURNMENT**

Taylor Oshinski adjourned the July 8, 2020 San Marcos Trails Advisory Committee meeting at 6:58 PM.

#### **ATTEST:**

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TAYLOR OSHINSKI, RECORDING SECRETARY  
CITY OF SAN MARCOS  
TRAILS ADVISORY COMMITTEE

## On-site Playground Waiver Terms and Conditions

Vision Trilingual Preschool San Marcos  
403 N Twin Oaks Valley Rd. , San Marcos CA  
State of California Facility #374845606

Use the municipal playground at Richmar Park for the preschool playground (refer to satellite overhead attached). This playground is equipped with play modules designed for 2-5 yr old children, separate men's and women's restrooms and an adjacent large grass field. Click these links for a short [video](#) of Richmar Park, and photos of the [restrooms](#) and [playground](#).

Period of Waiver is 2 years from the date of the State License for the preschool.

The following measures shall be strictly adhered to while using the Richmar Park playground:--

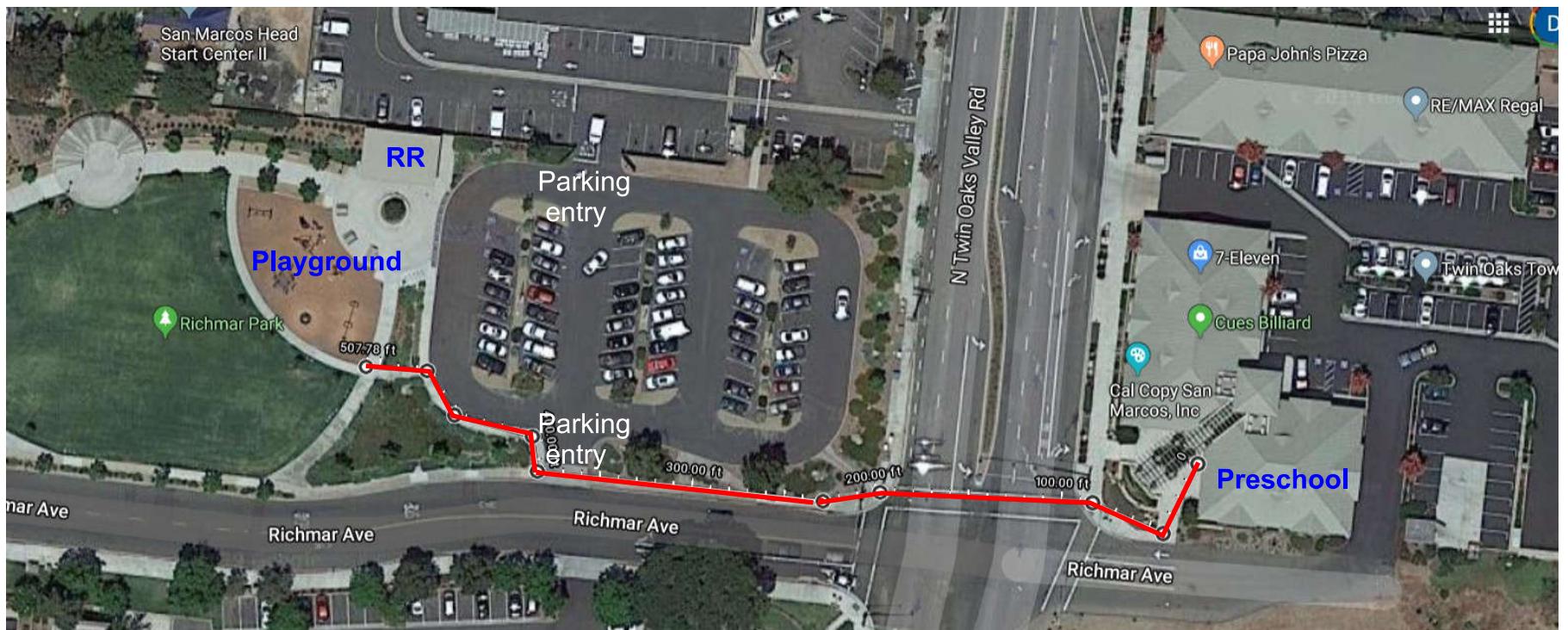
- Only children whose parents give written permission to these Terms and Conditions shall be allowed to use the Richmar Park playground.
- All staff accompanying the children to Richmar Park shall have completed and passed the State required background check and wear smocks printed with the word "Staff"
- Before leaving for the playground, the children will be dressed in a colored smock identifying them with the group and containing the state license ID # and preschool name.
- Staff to child ratio will be 1 staff to 6 children for the 3 to 4-year old groups and 1 staff to 4 children for the toddlers.
- The children will go to the playground according to the following schedule:

9:30 am to 10:15 am	24 3-4 year olds	w/4 staff
10:15 am to 11:00 am	24 3-4 year olds	w/4 staff
11:15 am to 12:00 pm	12 toddlers	w/3 staff

- A playground outing at the end of the school day for the children that have not been picked up by their parents may also take place between 4:30pm to 5:15pm, always maintaining the adult to child ratio stated above
- The older children will walk to the playground attached to two children's walking ropes with 12 children on each rope. Click this [link](#) for an example of the rope with velco wrist straps. There will be one staff holding the rope at the front of the first rope, one staff in the middle holding both ropes and one staff at the end of the second rope. The toddlers will be transported in a stroller with a capacity of six toddlers similar to that in this [link](#). As the group approaches the playground area, one staff member will go ahead to check the playground and restrooms to confirm it is safe for the group to follow.
- When crossing the road or the parking lot entrance near the park, one staff member will holdup a double-sided stop sign in the road being crossed.
- Staff will bring bottled water for the children and emergency first aid kits.
- Staff will be equipped with communication devices, both cell phones and 2-way radios (walkie talkies), to be able to get in touch immediately with the preschool and/or emergency personnel as needed.
- Staff will be trained on how and what to do in the event first aid and emergency communication is necessary and will carry a card with the procedures and emergency phone numbers.
- Children will be accompanied to the restrooms by a staff member.
- On days with inclement weather the mini-gym inside the preschool shall be substituted keeping the classroom child ratio per square feet in compliance with state requirements.

## Overhead of Preschool and Richmar Park

The overhead below shows the Preschool in relationship to the playground at Richmar Park. The restroom building is identified as RR. The red line defines the path of travel from the side door of the preschool to the playground and is ~508 ft.



## Martin, Buck

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**From:** Chamow, Darren  
**Sent:** Wednesday, June 3, 2020 1:13 PM  
**To:** Martin, Buck  
**Cc:** Gonzalez, Andrea; Salazar, Cheryl  
**Subject:** Fw: proposed revisions to the letter / RE: Business License / Vision Trilingual Preschool San Marcos, CUP19-0005  
**Attachments:** Proof of Insurance City of San Marcos cert 2020-2021.pdf

FYI - see response below from the Richmar preschool folks regarding the hookah lounge. Sounds like a reasonable explanation to me.

Buck - we should add this to your list for your director's report to inform the commission.

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**From:** Dottie Surdi <Dottie@pacificcoastcommercial.com>  
**Sent:** Wednesday, June 3, 2020 1:06 PM  
**To:** Chamow, Darren <DChamow@san-marcos.net>  
**Cc:** sandiego@visionpreschool.com <sandiego@visionpreschool.com>; 'Serge Pelletier' <spelletier@visioned.group>  
**Subject:** RE: proposed revisions to the letter / RE: Business License / Vision Trilingual Preschool San Marcos, CUP19-0005

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

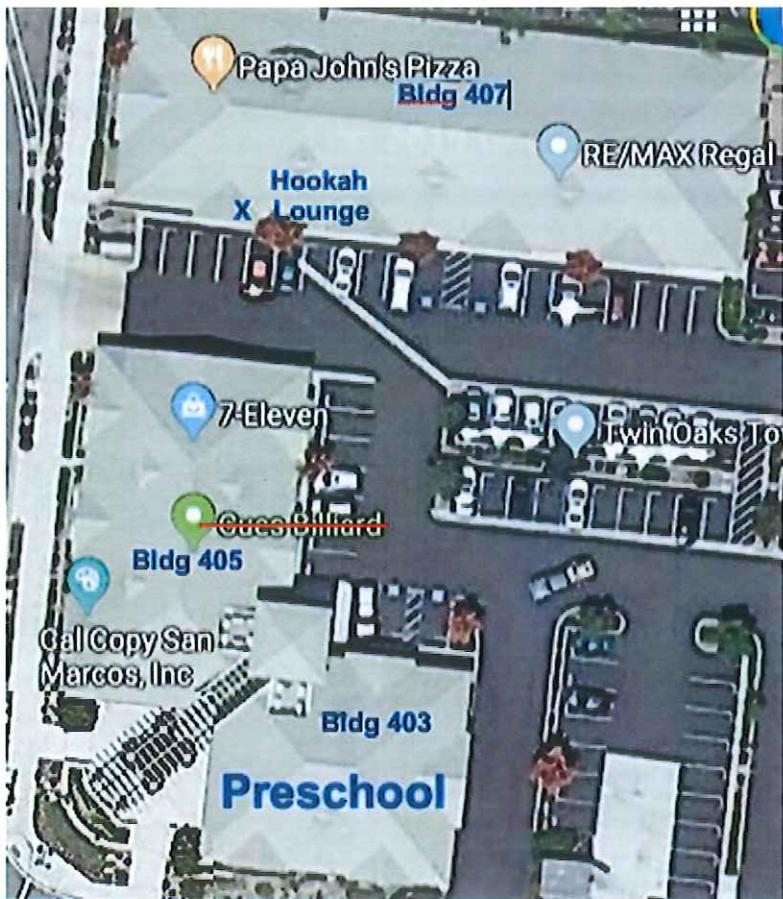
Darren,

See attached for Proof of Insurance showing the city as additional insured. Please confirm receipt.

Regarding your question on the Hookah lounge. Karyne Begin, owner and principal of the preschool, early on before signing the lease at the property advised state licensing about the presence of 7-Eleven, billiards parlor and the hookah lounge on the property. The state did not have an issue with these tenants being on the property which cleared the way for Karyne to sign the lease for this space. We will of course send you the final approved preschool license once received.

As an update, the billiards parlor recently closed for good. The preschool took over the hookah lounge space which means the preschool is now the only business in the building at 403 N Twin Oaks Valley Rd. The hookah lounge is relocating within the center and will re-open around August, 2020 in suite 102 in the building at the north end of the property. The property manager tells us their hours of operation are 6 pm to midnight 7 days a week. The preschool will be closed by 6pm.

This screen shot shows the 3 buildings in the center and the approximate location of these businesses. The "X" marks the approximate location of #102, the Hookah lounge.



Please let me know if you require additional information.

**Dottie Surdi**

*Associate Vice President / Sales & Leasing*



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**"Selling San Diego by the Square Foot Since 1979"**

**From:** Chamow, Darren <[DChamow@san-marcos.net](mailto:DChamow@san-marcos.net)>

**Sent:** Wednesday, June 3, 2020 7:29 AM

**To:** Dottie Surdi <[Dottie@pacificcoastcommercial.com](mailto:Dottie@pacificcoastcommercial.com)>

**Cc:** [sandiego@visionpreschool.com](mailto:sandiego@visionpreschool.com); 'Serge Pelletier' <[spelletier@visioned.group](mailto:spelletier@visioned.group)>

**Subject:** Re: proposed revisions to the letter / RE: Business License / Vision Trilingual Preschool San Marcos, CUP19-0005

Ah, yes, that makes sense. Yeah, we just wanted to see the list of conditions the state has on your permit.