

# AGENDA

## PARKS & RECREATION COMMISSION

**WEDNESDAY, OCTOBER 16, 2024**  
**CITY HALL COUNCIL CHAMBERS**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**STAFF RECOMMENDATION**

### **ORAL COMMUNICATIONS**

Volunteer recognition awards

**NOTE & FILE**

### **CONSENT CALENDAR**

**1. APPROVAL OF MINUTES**

Commission meeting held on September 18, 2024

**APPROVE**

**2. GENERAL FACILITY SCHEDULING**

Consider facility & park use requests for October 17 – November 20, 2024

**APPROVE**

### **REPORTS AND OTHER BUSINESS**

**3. Annual Report – SMYBB**

**NOTE & FILE**

**4. Annual Report- Aquatics/Marketing**

**NOTE & FILE**

**5. Mission 316 Church Commercial Use Application**

**APPROVE**

**6. TAC Meeting Minutes- October 9<sup>th</sup>**

**NOTE & FILE**

**7. Park Naming Policy Update**

**APPROVE**

### **ORAL COMMUNICATIONS**

Report from the Parks & Recreation Assistant Director

### **WRITTEN COMMUNICATIONS**

### **ADJOURNMENT**



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

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

**AFFIDAVIT OF POSTING**

Agenda packets are available for public inspection 72 hours prior to scheduled meetings at City Hall: 1 Civic Center Drive, San Marcos, CA 92069. Any agenda-related writings or documents provided to a majority of the commission after distribution of the agenda packet are available for public inspection at the time of distribution in the Council Chambers. I, Evelyn Slay, Parks & Recreation Commission Secretary, City of San Marcos, hereby certify that I caused the posting of this agenda at the entrance of City Hall Council Chambers on Thursday, October 10, 2024.

Date: October 10, 2024

---

Evelyn Slay, Commission Secretary

The City of San Marcos is committed to making its programs, services and activities accessible to individuals with disabilities. If you require accommodation to participate in this meeting or any other City programs, service or activity, please contact the City Clerk's office at 1 Civic Center Drive, San Marcos, CA 92069, or call (760) 744-1050.



# MINUTES

## **Regular Meeting of the Parks and Recreation Commission**

DATE - WEDNESDAY, SEPTEMBER 18, 2024

**LOCATION OF MEETING** - City Council Chambers  
1 Civic Center Drive, San Marcos, CA 92069

## **CALL TO ORDER**

At 6:00p.m. Parks and Recreation Commission Chair Franklin called the meeting to order.

## **PLEDGE OF ALLEGIANCE**

Chair Franklin led the Pledge of Allegiance.

## ROLL CALL

PRESENT: COMMISSIONERS: FRANKLIN, MOCKUS-VALENZUELA, PRESTININZI, ROBLES, SENSEMEIER, SMITH

ABSENT: COMMISSIONERS: LINDSAY

Also present were: Parks and Recreation Director Mark Olson, Assistant Director Andrea Gonzalez, Senior Management Analyst Evelyn Slay, and Recreation Leader Erin Rimmereid.

## ORAL COMMUNICATIONS

## Volunteer appreciation

## CONSENT CALENDAR

## 1. Approval of Minutes, 7/17/2024

**MOVED BY COMMISSIONER SENSMEIER SECONDED BY COMMISSIONER MOCKUS-VALENZUELA AND CARRIED TO UNANIMOUSLY APPROVE CONSENT CALENDAR ITEM #1. COMMISSIONER SMITH ABSTAINED.**

## 2. Approval of General Facility Scheduling, 9/19 - 10/16/2024

**MOVED BY COMMISSIONER MOCKUS-VALENZUELA, SECONDED BY COMMISSIONER ROBLES AND CARRIED TO UNANIMOUSLY APPROVE CONSENT CALENDAR ITEM #2 AS PRESENTED.**

## **REPORTS AND OTHER BUSINESS**

### **3. Annual Report- SMGS**

Robert Swank SMGS President gave the presentation, he provided a summary of San Marcos Girls Softball 2023 Fall and 2024 Spring seasons. Robert thanked Amanda Haas and her team for their efforts in providing quality fields. He also thanked Eric and James for all their help and their high work standards. Robert

advised their scholarship program has not been formally put in place, but he is working on formalizing the program and has secured a ViaSat \$1K hardship scholarship that will benefit 1 family this season. His goal is to create a formal process and provide this benefit to at least 3 families per season.

Chair Franklin suggested the group adjust their bylaws so that the scholarship process continues should Robert step away from the organization in the future and the benefit of the scholarships can continue.

Commissioner Mockus-Valenzuela thanked Robert for their efforts with the older teens and was excited to hear about the two 14U teams and the potential for a 16U team to keep the older teens active. Robert shared the challenge of competing with the travel teams with these age groups but hoped to provide opportunities for those who do opt and not join a travel team. He did mention it was harder in Southern California to implement a 16U team since it is so competitive with the high schools and travel teams, but mentioned a benefit of this age group is that you are guaranteed a spot in the State events which means players get to play against other teams from all over the state.

Commissioner Robles added that she agrees with Chair Franklin on formalizing the scholarship program, so it does not go away. Once it is established, she suggested an outreach approach for families that might not know these opportunities exist and may not play a sport due to the cost. Robert thanked the Commissioner and advised the program is in its early stages and the donation was only received a week ago but agreed with the sentiment that the bylaws should be updated.

#### **4. Annual Report- Youth Programs**

Recreation Leader Erin Rimmereid provided a summary of the department's Nature Center and Family Programs for the year. She also included the field trip scholarship program for Title 1 Schools and the new birthday program at the Nature Center.

Commissioner Sensmeier asked if there is a formal way she gathers feedback on the activities. Erin advised that the Nature Center has a visitor book where participants can leave a comment and provide their contact information. The book also provides a link to the website where participants can find an email to provide their feedback. For the other activities, since participants pre-register a survey monkey link is sent out at the end of the event. For the tea parties and birthday parties, Erin contacts the families directly after their reservation to get feedback on their experience.

Commissioner Robles suggested additional outreach events to share the information about the Nature Center and other events highlighted in Erin's presentation. Commissioner Robles will be sharing that information with Erin later in hopes to bring awareness and increase attendance.

Commissioner Smith shared feedback on her personal experience at the first birthday party at the Nature Center. Her attendees shared positive feedback. She thanked Erin and the staff for putting together a wonderful experience.

Chair Franklin asked if staff had reviewed the cost of other cities and similar programs and if there was a possibility of increasing the prices. Erin advised staff looked not only at other cities, but other birthday programs like Sky Zone and while the birthday parties are below some of these other programs, staff hope to keep the prices competitive and only raise prices if it makes financial sense.

Chair Franklin asked about the splashpad data and tracking the English versus Spanish resident data of who used the free entry during the Months Makes Life Better campaign. Erin mentioned this will be changed in the future as the passes were not numbered and therefore data not tracked. The passes could have easily been duplicated but future changes are expected to better track the data. The goal this year was to get people out to the parks and the pools but in the future these different ideas will be put in rotation and will be brought back every couple of years.

Chair Franklin asked about the marketing rotation of Youth Programs and birthday parties. Director Olson advised the department is undergoing a review of the marketing strategy. He advised that no other agencies have what we have in these unique offerings. Conversations are happening with City Manager to make sure every component is being worked on and hopes to have an update as soon as next meeting. The goal over the next quarter is to work on highlighting the efforts staff put in these programs and share those with the community.

Commissioner Robles added a comment that \$300 is a fair price for the birthday parties since for most working families the price may be unattainable if it's any higher. Considering it is a city facility and an educational program, she hopes staff does not increase the price.

## **5. YSC Meeting Minutes- September 3<sup>rd</sup>**

Commissioner Sensmeier shared feedback from the groups on the transition between James and Eric. Everything has gone very smoothly, and Eric is doing a wonderful job. There weren't very many people there, which was a bit concerning but those present were very engaged. A representative from SMUSD was present and was very engaged.

Chair Franklin commented that as previously requested, if there was the possibility to obtain attendance numbers from their meetings so when the groups present to the P&R Commission, they can ask about any low attendance numbers. The goal of the YSC was to create a means to have peer-to-peer communication rather than adversarial, but if they are not present this becomes a challenge.

Mockus-Valenzuela asked if staff could use the information from the minutes to get the totals for each group over 12 months. She agreed with Chair Franklin that the reason the Youth Sports Council was created to work together with the city collaboratively.

Chair Franklin agreed having an annual total of attendance would be helpful. Should any issues arise, through the data the Commission can advise of any missed opportunities to speak with their peers to resolve any issues.

Director Olson suggested updating the minutes format to more clearly record attendance. Annually the Commission would be provided with the attendance data. Director Olson added that attendance is required as part of their membership.

Commissioner Sensmeier agreed with Chair Franklin that it is a benefit to the groups to attend and work with their peers.

## 6. Q4 Statistics

Commissioner Mockus-Valenzuela commented that it would be nice to see multi-year trends such as the last 5 years of data to compare. Assistant Director Gonzalez advised that we are building out data as tracking methods have changed over the years with some of the data not previously tracked in ActiveNet but that changed as of two years ago.

Chair Franklin discussed the Hikes & Star Walks numbers. Commissioner Robles suggested having the times and distance updated to increase participation. Assistant Director Gonzalez shared the previous challenges with limited resources and changing the times but advised that staff will work with the Ranger Program, to work on the start times and the hike distances.

Commissioner Robles suggested surveys to gather information from participants and with the new marketing strategy staff can get the word out and increase participation. Assistant Director Gonzalez will work with Supervisor Ranger Coleman to survey the current participants about having earlier hike times and see how the available resources can make that happen.

Commissioner Sensmeier suggested bringing back the mid-level trail in future hikes. One of the reasons she no longer participates is the shorter hikes are too short, but the longer hikes are too challenging. Bringing back the mid-level trail would be helpful.

## 7. Park Naming Subcommittee Update

Director Olson provided the Commission with an update on newly found data. The Developer will be naming the streets and not through community outreach. Staff want to make sure the subcommittee has access to all the data that City Council will be provided with. Once staff have received the report on the historical data of the site it will be shared with the subcommittee. Staff would like to take this additional time to further survey individuals who might not have had the opportunity to participate in the initial survey. Director Olson would like to use the list of community events that Commissioner Robles will share with Erin to gather additional data from the community. Data will also be collected at the SMUSD pantry to connect with those community members that may not have access to digital outreach. Director Olson added that this will not diminish the feedback we've gotten, but rather allow the subcommittee to provide a more thorough and accurate recommendation to the City Council.

Commissioner Robles asked when it was going to Council and if they had time to review before the next meeting. Director Olson advised that the recommendations will not go to the city council until it goes through the subcommittee. He advised that he does not have all the data yet but as soon as it is available it will be provided to the subcommittee.

The subcommittee approved to wait to have all the data before they reconvene and make a formal recommendation.

## 8. Park Naming Policy Update

Assistant Director Gonzalez provided the update. The policy has been received with City Attorney's Office and staff are conducting an internal review before it is sent to the Commission for review. The Commission will receive the file with the track changes made by legal. The department feels it is prudent to first get the

policy update to Council for approval before the park name is presented. She added that the park at the old Restaurant Row location will not open for quite some time so there is plenty of time to get through the queue in a timely manner.

Commissioner Mockus-Valenzuela asked that since the subcommittee received recent data based on the previous park naming policy, would staff need to go back to the community or would the new outreach just fall under the new policy. Assistant Director Gonzalez advised the parameters are pretty much the same in both policies, they are just presented a bit differently. Therefore, the criteria remain the same.

### **ORAL COMMUNICATIONS**

#### **PARKS AND RECREATION ASSISTANT DIRECTOR REPORT**

Assistant Director Gonzalez provided an update on events and staff recruitment.

Sports Coordinator position has been filled by Adrian Richardson who was an internal PT staff member in that division. Since he was already familiar with the gym, he has been able to hit the ground running in his new position.

The application period for Program Manager recruitment closed last month and the first round of interviews will be conducted next month.

Family Campout was sold out at 375 camping sites and received a ton of great feedback. Some new elements were added this year such as a safer smore-making activity, the campout songs were made into a dance party, and the flashlight hike integrated fun cutouts for participants to find.

We ended a very busy and successful summer with 152 specialty camps that served over 2,500 participants and 10 weeks of Adventure Day Camp that served over 1,500 participants.

Final Summer Concert will take place this weekend September 21<sup>st</sup> with Savor which is a Santana Band.

Double Peak Challenge will take place on September 28<sup>th</sup>, which is a fundraiser for the Friends of San Marcos and Boys & Girls Club.

The monthly city hike will take place at 8am on October 5<sup>th</sup> which will explore San Elijo South area.

The Family Night Halloween Party will take place on October 5th and Breakfast with The Littlest Pumpkin will take place October 19th.

Quarterly Star Walk will take place on October 13<sup>th</sup>.

Assistant Director Gonzalez advised that Bradley Bike Park will remain open during holidays that fall on a Monday and the scheduled maintenance will be moved to the following Tuesday with the hope that it allows for more use of the facility. The park is currently closed for a pre-scheduled slurry seal installation. She thanked Public Works for taking on the slurry seal project after they gained experience doing the ongoing maintenance which saved the city approximately \$40K in contractor fees.

The fields in the Rancho Tesoro neighborhood will open next month, which will help alleviate some of the field allocation challenges.

There will be a public workshop on September 19<sup>th</sup> to discuss the newest park located in North City, located between Twin Oaks Valley Road and Discovery Street. The meeting will take place in the Community Center Main Hall at 6:00pm. Commissioners are highly encouraged to attend. The park recommendations will be shared with the Commission in the next couple of months. Commissioner Robles asked if the workshop had been announced. Assistant Director Gonzalez advised Development Services has posted and mailed notices to residents within a half mile radius of the park. Parks & Recreation will also share the information via its communication channels.

Commissioner Sensmeier asked how registration was going for Double Peak Challenge. Assistant Director Gonzalez advised registrations were a bit slow. After the date had been selected and confirmed, staff were made aware of another large running event happening on the same day at Cal State University San Marcos. Staff will be working with those organizers in the future to make sure the events do not happen on the same day. The FSMPR Board have been very proactive in securing sponsorships from businesses, which is where the bulk of the funds comes from. Currently, there are 300 people registered which is a good amount to have a fun race and get people excited about the run.

Commissioner Robles asked staff about the concert series and the possibility of having different genres since we have a very diverse community in San Marcos. With the Community Profile noting an approximate 40% Hispanic population, but without having a specific breakdown of the Hispanics, she can almost assure most of them are Mexican because of the proximity. She directed her question to those in charge of selecting the bands for the concert series, whether they have or if they would consider the demographics to help them feel more included, welcomed, and a sense of belonging. She noted neighboring cities such as, Oceanside, Vista, and Escondido all had events for Mexican Independence Day, but we did not. With 40% Hispanics and most being Mexican, our schools have many Spanish courses, in addition to so many other groups, that she feels the city is lacking the inclusivity of this sector of the community. She hopes that as the department works on implementing the new marketing strategy her comments will be considered by the decision-makers or if staff can give recommendations on other ways to advocate for this.

Director Olson stated these are the kinds of comments that staff need. Staff have their main duties and additional duties with special events, often what works, they try and create a mix of that, but getting this feedback can help staff expand their thinking. Not only sharing it with the Supervisor that oversees it but also talking to other cities to see what resources were helpful in trying to expand programming to serve the entire community. Commissioner Robles thanked staff and believed the band for this weekend was an attempt to meet the community's needs, but believes we need to do more now that the city has the demographics it has.

Chair Franklin echoed Commissioner Robles comments and noted that National Hispanic Heritage month was September 15<sup>th</sup> to October 15<sup>th</sup>. With forty percent of the community being Hispanic, Chair Franklin expressed this could be an opportunity for an event.

Commissioner Sensmeier added that at the YSC Council meeting they discussed YSC group members jumping the fence to retrieve balls that go over when the park is closed. She wanted to get staff feedback on jumping the fence to retrieve balls. Director Olson advised staff is looking into several options to prevent the balls from going over. For safety purposes, the groups have been asked not to jump on the fence.

### **WRITTEN COMMUNICATIONS**

Vice Chair Lindsay emailed to advise of his absence.

Commissioners were advised to schedule their shift for the San Marcos Fall Street Fair before they leave.

### **ADJOURNMENT**

Chair Franklin adjourned the meeting at 7:32pm.

---

JAY FRANKLIN, CHAIR  
PARKS AND RECREATION COMMISSION

ATTEST:

---

EVELYN SLAY, COMMISSION SECRETARY  
PARKS AND RECREATION COMMISSION

Facility Use List  
October 17 - November 20, 2024

Date	Day	Start - End Time	Facility	Event	Permit#	Attend
Oct 17, 2024	Thursday	04:30 PM - 07:30 PM	Community Main Hall	Peter Pan Rehearsals	R12153	50
Oct 18, 2024	Friday	02:00 PM - 09:30 PM	Williams Barn	The Elizabeth Hospice	R11628	100
Oct 19, 2024	Saturday	08:00 AM - 02:00 PM	Community Main Hall	Pumpkin Breakfast	R11325	1
Oct 19, 2024	Saturday	12:00 PM - 07:30 PM	Williams Barn	Clogging Workshop	R11577	100
Oct 20, 2024	Sunday	08:00 AM - 12:00 PM	Community Main Hall	Mission 316 Church	R10787	80
Oct 20, 2024	Sunday	08:00 AM - 12:00 PM	Large Rec Room	Mission 316 Church	R10787	20
Oct 20, 2024	Sunday	08:00 AM - 12:00 PM	Small Rec Room	Mission 316 Church	R10787	20
Oct 21, 2024	Monday	04:00 PM - 08:00 PM	Community Main Hall	Broadway Theater West Tech	R11938	50
Oct 21, 2024	Monday	05:30 PM - 07:30 PM	Dining Room	San Marcos Highland HOA	R11234	20
Oct 22, 2024	Tuesday	11:00 AM - 01:00 PM	Community Main Hall	COSM HANS PERT Presentation	R12364	60
Oct 22, 2024	Tuesday	04:00 PM - 08:00 PM	Community Main Hall	Broadway Theater West Tech	R11938	50
Oct 22, 2024	Tuesday	09:30 AM - 12:30 PM	Dining Room	Shoup Legal Estate Planning	R12176	50
Oct 23, 2024	Wednesday	07:00 PM - 09:00 PM	San Elijo Terrace Hall	San Diego Church of Christ	R11213	60
Oct 23, 2024	Wednesday	04:00 PM - 08:00 PM	Community Main Hall	Broadway Theater West Tech	R11938	50
Oct 24, 2024	Thursday	04:00 PM - 08:00 PM	Community Main Hall	Broadway Theater West Tech	R11938	50
Oct 25, 2024	Friday	09:00 AM - 09:00 PM	Community Main Hall	Broadway Theater West Show	R11937	250
Oct 25, 2024	Friday	09:00 AM - 09:00 PM	Dining Room	Broadway Theater West Show	R11937	1
Oct 25, 2024	Friday	09:00 AM - 05:00 PM	Williams Barn	Butler Did It Craft Show	R11403	200
Oct 26, 2024	Saturday	03:00 PM - 09:00 PM	San Elijo Terrace Hall	Martin Quince	R11727	80
Oct 26, 2024	Saturday	09:00 AM - 09:00 PM	Community Main Hall	Broadway Theater West Show	R11937	250
Oct 26, 2024	Saturday	09:00 AM - 09:00 PM	Dining Room	Broadway Theater West Show	R11937	1

Facility Use List  
October 17 - November 20, 2024

Oct 26, 2024	Saturday	09:00 AM - 03:00 PM	Williams Barn	Butler Did It Craft Show	R11403	200
Oct 27, 2024	Sunday	08:00 AM - 12:00 PM	Community Main Hall	Mission 316 Church	R10787	80
Oct 27, 2024	Sunday	01:00 PM - 09:00 PM	Community Main Hall	Broadway Theater West Show	R11937	250
Oct 27, 2024	Sunday	09:00 AM - 09:00 PM	Dining Room	Broadway Theater West Show	R11937	1
Oct 27, 2024	Sunday	08:00 AM - 12:00 PM	Small Rec Room	Mission 316 Church	R10787	20
Oct 28, 2024	Monday	03:00 PM - 07:00 PM	Community Main Hall	Celebration of Life	R12351	130
Oct 30, 2024	Wednesday	07:00 PM - 09:00 PM	San Elijo Terrace Hall	San Diego Church of Christ	R11213	60
Nov 2, 2024	Saturday	07:30 AM - 06:30 PM	San Elijo Terrace Hall	County ROV Polling Site	R10467	1
Nov 2, 2024	Saturday	08:30 AM - 07:30 PM	Community Main Hall	County ROV Polling Site	R10468	1
Nov 2, 2024	Saturday	07:30 AM - 06:30 PM	Williams Barn	County ROV Polling Site	R10467	1
Nov 3, 2024	Sunday	07:30 AM - 06:30 PM	San Elijo Terrace Hall	County ROV Polling Site	R10467	1
Nov 3, 2024	Sunday	08:30 AM - 07:30 PM	Community Main Hall	County ROV Polling Site	R10468	1
Nov 3, 2024	Sunday	08:00 AM - 12:00 PM	Fitness Room	Mission 316 Church	R12453	40
Nov 3, 2024	Sunday	08:00 AM - 12:00 PM	Large Rec Room	Mission 316 Church	R12453	50
Nov 3, 2024	Sunday	08:00 AM - 12:00 PM	Small Rec Room	Mission 316 Church	R12453	20
Nov 3, 2024	Sunday	07:30 AM - 06:30 PM	Williams Barn	County ROV Polling Site	R10467	1
Nov 4, 2024	Monday	07:30 AM - 06:30 PM	San Elijo Terrace Hall	County ROV Polling Site	R10467	1
Nov 4, 2024	Monday	08:30 AM - 07:30 PM	Community Main Hall	County ROV Polling Site	R10468	1
Nov 4, 2024	Monday	06:00 PM - 08:00 PM	Dining Room	SM Youth Baseball	R11962	20
Nov 4, 2024	Monday	07:30 AM - 06:30 PM	Williams Barn	County ROV Polling Site	R10467	1
Nov 5, 2024	Tuesday	07:30 AM - 06:30 PM	San Elijo Terrace Hall	County ROV Polling Site	R10467	1
Nov 5, 2024	Tuesday	08:30 AM - 07:30 PM	Community Main Hall	County ROV Polling Site	R10468	1

Facility Use List  
October 17 - November 20, 2024

Nov 5, 2024	Tuesday	06:00 PM - 07:00 PM	Dining Room	YSC Meeting	R11139	20
Nov 5, 2024	Tuesday	07:30 AM - 06:30 PM	Williams Barn	County ROV Polling Site	R10467	1
Nov 5, 2024	Tuesday	05:30 PM - 07:30 PM	Wood House & Garden	SM Woods HOA	R11045	10
Nov 6, 2024	Wednesday	07:30 AM - 06:30 PM	San Elijo Terrace Hall	County ROV Polling Site	R10467	1
Nov 6, 2024	Wednesday	08:30 AM - 07:30 PM	Community Main Hall	County ROV Polling Site	R10468	1
Nov 6, 2024	Wednesday	07:00 PM - 09:00 PM	Horizon Rooms 1,2,3	San Diego Church of Christ	R11213	80
Nov 8, 2024	Friday	09:00 AM - 12:00 PM	Dining Room	Pacific Coast Academy	R12172	20
Nov 9, 2024	Saturday	12:00 PM - 05:00 PM	San Elijo Terrace Hall	Kim Birthday Party	R11919	50
Nov 9, 2024	Saturday	08:00 AM - 12:00 PM	Williams Barn	North County Church of Christ	R12055	140
Nov 9, 2024	Saturday	12:00 PM - 03:00 PM	Wood House & Garden	Godfrey Babyshower	R12305	60
Nov 12, 2024	Tuesday	05:00 PM - 08:00 PM	Community Main Hall	Broadway Theater West Fall Auditions	R11936	50
Nov 12, 2024	Tuesday	06:30 PM - 08:00 PM	Dining Room	Broadway Theater West Fall Auditions	R11936	1
Nov 13, 2024	Wednesday	07:00 PM - 09:00 PM	San Elijo Terrace Hall	San Diego Church of Christ	R11213	60
Nov 13, 2024	Wednesday	05:30 PM - 07:30 PM	Conference Room	Vallecitos Ridge HOA	R11097	10
Nov 13, 2024	Wednesday	07:00 PM - 09:00 PM	Recreation Room	Twin Oaks Community Sponsor Group	R11611	30
Nov 14, 2024	Thursday	09:00 AM - 09:00 PM	Community Main Hall	Smith Chason College	R11993	120
Nov 14, 2024	Thursday	04:30 PM - 07:30 PM	Dining Room	Elf Jr Parent Meeting	R12154	40
Nov 15, 2024	Friday	04:30 PM - 07:30 PM	Community Main Hall	Elf Jr Rehearsals	R12154	50
Nov 15, 2024	Friday	01:00 PM - 09:00 PM	Williams Barn	Universidad Popular Banquet	R12296	170
Nov 16, 2024	Saturday	11:00 AM - 03:00 PM	San Elijo Terrace Hall	Koyama 1st Birthday Party	R12350	80
Nov 16, 2024	Saturday	11:00 AM - 04:00 PM	Community Main Hall	Baby shower	R12306	160
Nov 16, 2024	Saturday	03:00 PM - 09:00 PM	Williams Barn	Saint Joseph Academy School	R11912	100

Facility Use List  
October 17 - November 20, 2024

Nov 18, 2024	Monday	04:30 PM - 07:30 PM	Community Main Hall	Elf Jr Rehearsals	R12154	50
Nov 18, 2024	Monday	09:30 AM - 12:30 PM	Dining Room	Shoup Legal Estate Planning	R12176	50
Nov 18, 2024	Monday	06:00 PM - 08:00 PM	Dining Room	Contemporary Women of North County	R11184	30
Nov 19, 2024	Tuesday	04:30 PM - 07:30 PM	Community Main Hall	Elf Jr Rehearsals	R12154	50
Nov 20, 2024	Wednesday	07:00 PM - 09:00 PM	San Elijo Terrace Hall	San Diego Church of Christ	R11213	60
Nov 20, 2024	Wednesday	04:30 PM - 07:30 PM	Community Main Hall	Elf Jr Rehearsals	R12154	50
Nov 20, 2024	Wednesday	05:30 PM - 07:30 PM	Craft Room	Greenwood Park HOA	R11358	7

Park Use List  
October 17 - November 20, 2024

Date	Day	Start - End Time	Facility	Event	Permit#	Attend /Qty
Oct 17, 2024	Thursday	06:00 PM - 07:00 PM	Hollandia Park Commercial Use	San Diego Waves	R12157	25
Oct 18, 2024	Friday	09:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	R11152	15
Oct 19, 2024	Saturday	07:00 AM - 08:00 AM	Hollandia Park Open Area	Stroller Strides	R11152	15
Oct 19, 2024	Saturday	09:00 AM - 05:30 PM	Sunset Park West Shelter	Ramirez Party	R12382	50
Oct 19, 2024	Saturday	09:00 AM - 01:00 PM	Sunset Park East Shelter	Bhanu's birthday	R12259	50
Oct 19, 2024	Saturday	09:00 AM - 05:30 PM	Jack's Pond Park Corral	1st birthday	R12355	100
Oct 19, 2024	Saturday	09:00 AM - 05:30 PM	Woodland Park Pepper Shelter	Evarose's 1st birthday	R12063	200
Oct 19, 2024	Saturday	09:00 AM - 05:30 PM	San Elijo Park Gazebo	Birthday party	R12199	40
Oct 19, 2024	Saturday	09:00 AM - 01:00 PM	Jack's Pond Park East Shelter	FAWM's Anniversary Party	R12251	50
Oct 19, 2024	Saturday	01:30 PM - 05:30 PM	Las Abejas Park Shelter	3rd Birthday Party	R12295	25
Oct 19, 2024	Saturday	01:30 PM - 05:30 PM	Woodland Park West Shelter	Mias Birthday	R12379	50
Oct 20, 2024	Sunday	08:00 AM - 03:00 PM	Walnut Grove Park Horse Arena	TOVEA Horse Heritage Festival	R12088	1
Oct 20, 2024	Sunday	09:00 AM - 05:30 PM	Walnut Grove Park Central Shelter	TOVEA Horse Heritage Festival	R12227	1
Oct 20, 2024	Sunday	09:00 AM - 05:30 PM	Sunset Park West Shelter	Church Event	R12346	100
Oct 20, 2024	Sunday	01:30 PM - 05:30 PM	Woodland Park Pepper Shelter	Thiago's Birthday	R12322	40
Oct 20, 2024	Sunday	01:30 PM - 05:30 PM	San Elijo Park Gazebo	SEP SEH Oktoberfest	R11609	1
Oct 21, 2024	Monday	09:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	R11152	15
Oct 22, 2024	Tuesday	06:00 PM - 07:00 PM	Hollandia Park Commercial Use	San Diego Waves	R12157	25
Oct 23, 2024	Wednesday	09:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	R11152	15
Oct 23, 2024	Wednesday	01:30 PM - 05:30 PM	Walnut Grove Park Central Shelter	COSM SEP SMUSD Cross Country Meet SEP	R12318	1

## Park Use List

October 17 - November 20, 2024

Oct 24, 2024	Thursday	06:00 PM - 07:00 PM	Hollandia Park Commercial Use	San Diego Waves	R12157	25
Oct 25, 2024	Friday	09:00 AM - 01:00 PM	Sunset Park West Shelter	Homeschool Student Meet Up	R12135	40
Oct 25, 2024	Friday	09:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	R11152	15
Oct 26, 2024	Saturday	07:00 AM - 08:00 AM	Hollandia Park Open Area	Stroller Strides	R11152	15
Oct 26, 2024	Saturday	09:00 AM - 05:30 PM	Woodland Park West Shelter	Birthday Party	R12417	30
Oct 26, 2024	Saturday	09:00 AM - 01:00 PM	Sunset Park East Shelter	harleys birthday	R12381	25
Oct 26, 2024	Saturday	09:00 AM - 05:30 PM	San Elijo Park Gazebo	Leilani Baby Shower	R12320	100
Oct 26, 2024	Saturday	09:00 AM - 05:30 PM	Woodland Park East Shelter	Birthday	R12333	40
Oct 26, 2024	Saturday	01:30 PM - 05:30 PM	Sunset Park West Shelter	Ezra Turns Two	R12418	70
Oct 26, 2024	Saturday	01:30 PM - 05:30 PM	Las Abejas Park Shelter	Dominic's Birthday Party	R12434	50
Oct 27, 2024	Sunday	09:00 AM - 05:30 PM	Sunset Park West Shelter	Patel Party	R12424	50
Oct 27, 2024	Sunday	09:00 AM - 01:00 PM	Jack's Pond Park East Shelter	Claire's 6th birthday	R12401	25
Oct 27, 2024	Sunday	09:00 AM - 05:30 PM	San Elijo Park Gazebo	Evan's First Birthday	R12253	50
Oct 27, 2024	Sunday	09:00 AM - 05:30 PM	Las Abejas Park Shelter	Jackson's Birthday Party	R12213	60
Oct 27, 2024	Sunday	01:30 PM - 05:30 PM	Sunset Park East Shelter	DYLANS 3RD BIRTHDAY	R12410	50
Oct 27, 2024	Sunday	01:30 PM - 05:30 PM	Jack's Pond Park East Shelter	Tegan's 4th Birthday	R12438	30
Oct 27, 2024	Sunday	01:30 PM - 05:30 PM	Simmons Park Shelter	Jameson's 10th Birthday!	R12423	40
Oct 28, 2024	Monday	09:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	R11152	15
Oct 29, 2024	Tuesday	06:00 PM - 07:00 PM	Hollandia Park Commercial Use	San Diego Waves	R12157	25
Oct 30, 2024	Wednesday	09:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	R11152	15
Nov 1, 2024	Friday	09:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	R11152	15
Nov 2, 2024	Saturday	07:00 AM - 08:00 AM	Hollandia Park Open Area	Stroller Strides	R11152	15

Park Use List  
October 17 - November 20, 2024

Nov 2, 2024	Saturday	09:00 AM - 05:30 PM	Sunset Park West Shelter	Jeremiah's Birthday	R12119	100
Nov 2, 2024	Saturday	09:00 AM - 05:30 PM	Woodland Park East Shelter	1st Birthday	R12241	50
Nov 2, 2024	Saturday	09:00 AM - 05:30 PM	San Elijo Park Gazebo	Aaliyah's Baby Shower	R12393	100
Nov 2, 2024	Saturday	09:00 AM - 05:30 PM	Walnut Grove Park Central Shelter	Birthday Party	R12398	100
Nov 2, 2024	Saturday	09:00 AM - 05:30 PM	Lakeview/Discovery Park Gazebo	birthday party	R12399	30
Nov 2, 2024	Saturday	09:00 AM - 05:30 PM	Jack's Pond Park East Shelter	Mar's birthday party	R12329	50
Nov 2, 2024	Saturday	09:00 AM - 05:30 PM	Las Abejas Park Shelter	Delsa's 1st Birthday	R12340	100
Nov 2, 2024	Saturday	09:00 AM - 05:30 PM	Sunset Park East Shelter	Elliott's 5th bday	R12365	30
Nov 3, 2024	Sunday	09:00 AM - 05:30 PM	San Elijo Park Gazebo	Audrey's 4th Birthday	R12343	100
Nov 3, 2024	Sunday	09:00 AM - 05:30 PM	Las Abejas Park Shelter	Brayden's 7th Birthday	R12412	55
Nov 3, 2024	Sunday	09:00 AM - 05:30 PM	Sunset Park West Shelter	Diwali Potluck	R12422	150
Nov 4, 2024	Monday	09:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	R11152	15
Nov 5, 2024	Tuesday	06:00 PM - 07:00 PM	Hollandia Park Commercial Use	San Diego Waves	R12157	25
Nov 6, 2024	Wednesday	09:00 AM - 05:30 PM	Sunset Park West Shelter	Homeschool Student Meet-Up	R12370	75
Nov 6, 2024	Wednesday	09:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	R11152	15
Nov 7, 2024	Thursday	06:00 PM - 07:00 PM	Hollandia Park Commercial Use	San Diego Waves	R12157	25
Nov 8, 2024	Friday	09:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	R11152	15
Nov 9, 2024	Saturday	07:00 AM - 08:00 AM	Hollandia Park Open Area	Stroller Strides	R11152	15
Nov 9, 2024	Saturday	09:00 AM - 05:30 PM	Sunset Park West Shelter	baby shower	R12347	70
Nov 9, 2024	Saturday	09:00 AM - 01:00 PM	Sunset Park East Shelter	Scripps Coastal Fall Festival	R12421	100
Nov 9, 2024	Saturday	09:00 AM - 05:30 PM	Las Abejas Park Shelter	Martin	R12427	50

Park Use List  
October 17 - November 20, 2024

Nov 10, 2024	Sunday	09:00 AM - 05:30 PM	Jack's Pond Park East Shelter	Free Family Book Swap	R12354	30
Nov 12, 2024	Tuesday	06:00 PM - 07:00 PM	Hollandia Park Commercial Use	San Diego Waves	R12157	25
Nov 13, 2024	Wednesday	09:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	R11152	15
Nov 14, 2024	Thursday	06:00 PM - 07:00 PM	Hollandia Park Commercial Use	San Diego Waves	R12157	25
Nov 15, 2024	Friday	09:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	R11152	15
Nov 16, 2024	Saturday	07:00 AM - 08:00 AM	Hollandia Park Open Area	Stroller Strides	R11152	15
Nov 16, 2024	Saturday	09:00 AM - 05:30 PM	Simmons Park Shelter	Donovan's 6th birthday party	R12376	50
Nov 16, 2024	Saturday	09:00 AM - 05:30 PM	Sunset Park West Shelter	Baby shower	R12280	75
Nov 17, 2024	Sunday	09:00 AM - 05:30 PM	Las Abejas Park Shelter	Kamryn Birthday	R12334	50
Nov 18, 2024	Monday	09:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	R11152	15
Nov 19, 2024	Tuesday	06:00 PM - 07:00 PM	Hollandia Park Commercial Use	San Diego Waves	R12157	25
Nov 20, 2024	Wednesday	09:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	R11152	15



Parks & Recreation  
ParksandRec@san-marcos.net

### INDOOR FACILITY RENTAL REQUEST

This is a facility rental request and is subject to review and availability. Submission of this form shall not be considered a guarantee of a facility rental. Once this form is received, a city representative will contact you.

**PLEASE TYPE OR PRINT LEGIBLY:**

Applicant's Name (person responsible): Judy Brumit Submittal Date: 10/02/2024

Business/Organization Name: Mission 316 Church

Address: PO Box 668 City: San Marcos Zip: 92079

Phone(s): 760.402.9230 E-mail: office@mission316church.com

Non-Profit Tax ID #: 1713292

**FACILITY & ROOM(S) REQUESTED:** (please check all that apply):

**SAN ELIJAH REC CENTER**

Terrace Hall & Kitchenette

**WILLIAMS BARN BANQUET/WEDDING FACILITY**

Barn & Kitchen

**WOOD HOUSE**

Grounds & Jenny Lind Room

**SENIOR ACTIVITY CENTER**

Horizon Hall

Horizon 2 & 3

Recreation

Craft

Community

Other

**SAN MARCOS COMMUNITY CENTER**

Community Hall & Kitchen

Dining

Large Rec

Small Rec

Other

**DETAIL INFORMATION:** (please check all that apply):

Date(s): 11/03/2024 for 1 year

If Reoccurring:  Weekly

Monthly

Other \_\_\_\_\_

Attendance (expected): 70

Time Details: Enter Facility: 8am

Event Start: 10:30am

Event End: 12:00 pm

+ Exit Facility: 1:00pm

Note: Mon-Thurs (2 Hour Min.); Fri-Sun (4 Hour Min.); Event Start to End Max (6 Hours); Total time not to exceed (12 hours)

Specific Activity (list all activities you plan to engage in): \_\_\_\_\_

Will food be served:  YES  NO Caterer: we provide light refreshments

Will alcohol be served:  YES  NO Bartender: \_\_\_\_\_

[www.san-marcos.net](http://www.san-marcos.net)

## MINUTES

Regular Meeting of the Trails Advisory Committee  
Wednesday, October 9, 2024 6:00 pm  
3 Civic Center Drive San Marcos, CA 92069

### **CALL TO ORDER:**

David Simpson called the meeting to order at 6:01pm.

### **ROLL CALL:**

TAC Members: Randall Smith, David Simpson, John Walsh, & Olga Flores.  
Parks & Recreation Commissioner: Travis Lindsay  
City of San Marcos Staff: Coleman Cowling and Hugh McMenamin  
Not Present: TAC Member Torrey Olson.

### **OLD BUSINESS**

#### **1. Welcome**

Coleman gave opening comments regarding the TAC guidelines, refamiliarizing the committee with certain specifics such as Section 2: Duties. The focus was to move away from challenging projects such as trail signage and refocus energy on guidelines that are much more achievable for the committee. Such examples given were volunteer involvement, service projects, and Boy/eagle scout projects. Coleman also covered committee roles and responsibilities. New committee terms will be required at the January 1, 2025 meeting.

Randy asked about open positions on the committee and if they are being advertised on the City website. They are currently not being advertised but can be re-posted.

Coleman advised the committee that their terms have now expired. Travis commented on the process for renewing committee terms. All current committee members would have to renew their terms per the process. Applications will be emailed out to members to reapply.

#### **2. Future Meeting Scheduling & Communication**

The committee will keep the same pattern and frequency of meetings as has been in the past. That would be the second Wednesday, every other month at 6 pm. The next meeting is already scheduled for January 8, 2025.

#### **3. Hiking & Trail Concerns/Issues**



**City of San Marcos  
Parks & Recreation Department**  
3 Civic Center Drive  
San Marcos, CA 92069

David asked the committee about any trail observations of concern. John Walsh mentioned that there is one side of the kiosk at Lakeview Park that is not being utilized but could be for promotions, education, events, etc.

David mentioned that there are many unauthorized trails and he has seen signage in other cities that clearly identify the non-use of unauthorized trails. He also mentioned the problem of dog waste on the trails, especially on the Ridgeline Trail.

John recommended beginning a punch list of the recommendations made at meetings in order to make progress on them. Randy mentioned a similar idea so that scout groups can earn patches/badges for volunteer work. It was agreed that creating an approved list of projects for groups such as the scouts would be preferred.

#### **4. City Hikes – First Saturday of the Month**

Hugh gave an update on the attendance of hikes, along with four of them that have been canceled due to weather-related issues. He also mentioned some of the contests that have been done in order to raise interest and continued attendance.

#### **5. Star Walk**

John Walsh commented on the next Star Walk taking place on October 13 and some of its specifics. John invited all members to attend.

#### **NEW BUSINESS/ACTION ITEMS**

##### **1. Trail Signage Project Discussion**

David stated that this project will be tabled due to its scope.

##### **2. Volunteer Opportunities & Outreach**

Coleman reiterated what he stated at the opening of the meeting; that there are plenty of opportunities viewed from the Duties section of the guidelines for creating volunteer opportunities and outreach.

#### **CONSENT CALENDAR**

##### **1. Oral Communications**

#### **ORAL COMMUNICATIONS/GOOD OF THE ORDER:**



**City of San Marcos  
Parks & Recreation Department**  
3 Civic Center Drive  
San Marcos, CA 92069

Hugh mentioned the Ribbon Cutting Ceremony for the Creekside Project taking place October 16 at 8:30 am. He also mentioned that the sports fields on Santa Barbara Drive are open known as Rancho Tesoro. Hugh also stated that the Horse Heritage Festival will be taking place on October 20 at Walnut Grove Park. Hugh stated that the Fall Street Fair is also coming up on October 13 where TAC flyers can be set out for promotion.

**TAC MEETING SCHEDULING**

The next meeting of the Trails Advisory Committee is scheduled for January 8, 2025.

**ADJOURNMENT**

David Simpson adjourned the October 9, 2024, San Marcos Trails Advisory Committee meeting at 7:04 pm.

ATTEST:

Coleman Cowling II Date: 2024.10.10  
12:32:23 -07'00'

---

COLEMAN COWLING, RECORDING SECRETARY  
CITY OF SAN MARCOS  
TRAILS ADVISORY COMMITTEE

CITY OF SAN MARCOS, CALIFORNIA  
CITY COUNCIL POLICY

**SUBJECT:** Naming of Municipal Facilities

**PURPOSE:** To provide guidelines for the selection of names for all municipal facilities, including parks, recreational facilities, amenities within those facilities and other structural and land areas owned by the City of San Marcos.

**BACKGROUND:** The City is frequently approached to consider recognizing various achievements by individuals or groups. Most of these achievements can and should be accomplished by written or verbal recognition. Within our parks and recreational facilities, as well as significant municipal structural facilities - occasional permanent recognition may be appropriate.

**POLICY:** It is the policy of the City Council that applications may be submitted to the Community Services Department to be acted upon and forwarded to the City Council with a recommendation by the Community Services Commission for final Council action and approval for the naming of municipal facilities within the City of San Marcos. Some of the criteria to be considered for naming facilities may be as follows:

A) Specific Amenities Within Parks and Facilities:

1. A name of an individual may be used if that individual has:
  - a) Contributed significantly to the quality of life in San Marcos and has been a San Marcos resident.
  - b) Provided a substantial donation toward the cost of construction of a park facility or maintenance of said facility.
2. An organization name may be used if the organization provides a substantial donation towards construction or maintenance of the park or facility.

B. Parks

1. An identifiable geographic location or feature.
2. A name that provides a link with our municipal heritage.

Documents Relating to this Policy

1. Resolution No. 90- 3392.

Approved by CL  
6/2/90

Subject:	Naming of Municipal Facilities
Purpose:	To provide guidelines for the selection of names for all municipal facilities, including parks, recreational facilities, amenities within those facilities, and other structural and land areas owned by the City of San Marcos ( <u>"Municipal Facilities"</u> ).
Background:	The City is frequently approached to consider recognizing various achievements by individuals or groups. Most of these achievements can and should be accomplished by written or verbal recognition. <u>With respect to</u> <u>Within</u> significant <u>Municipal</u> <u>structural</u> <u>f</u> <u>acilities</u> , occasional permanent recognition may be appropriate.
Policy:	<p>It is the policy of the City Council that applications <u>for the naming of Municipal Facilities</u> may be submitted to the <u>Community Services</u><u>Parks &amp; Recreation</u> Department <u>to be to prepare the same for consideration by the Community Services Commission</u> <u>acted upon</u> and, <u>if and as recommended by said Commission</u>, forwarded to the City Council <u>Commission</u> for <u>final Council action</u> and <u>approval for the on such request at a duly noticed public meeting</u> <u>naming of municipal facilities within the City of San Marcos</u>. <u>The following is a non-exclusive list of Some of the</u> criteria to be considered for naming facilities <u>may be as follows</u>:</p> <p>A) Specific Amenities within <u>Municipal Parks and</u> Facilities:</p> <ol style="list-style-type: none"><li>1. A name of an individual may be used if that individual has:<ol style="list-style-type: none"><li>a. Contributed significantly to the quality of life in San Marcos and has been a San Marcos resident. <u>The nature of the contribution, length of service, and associated factors should be considered.</u></li><li>a.b. Provided a substantial donation towards the cost of construction of a park facility or maintenance of said facility.</li></ol></li><li>2. An organization name may be <u>considered for association with an amenity within a Municipal Facility used</u> if the organization provides a substantial donation <u>and/or property</u> towards <u>acquisition, construction, or maintenance of the park or</u> <u>f</u> <u>Municipal Facility and would provide a desirable association for the City, or when otherwise warranted by some contribution or service which is deemed to be of major and lasting significance to the acquisition of the site, or planning, development, construction, or renovation of the Municipal Facility in question.</u> <u>Notwithstanding the foregoing, donation of land or resources shall not create an obligation by the City to name the Municipal Facility itself and/or the land upon which it sits, after an individual or family;</u></li></ol>

additionally, this section A.2. relates to the factors for consideration of naming amenities within such Municipal Facilities.

2-3. A geographic location (neighborhood, street, natural feature, significant areas, etc.).

**B) Parks-Municipal Facilities (Parks, Recreational Facilities, etc.)**

1. An identifiable geographic, topographic, or historical location or feature.
2. A name that provides a link with our municipal heritage.
3. A name of an individual who has served the City, the State of California, and/or the nation in an exceptional and distinguished manner, where such action is deemed warranted by a contribution or service which is deemed to be of major significance.
4. Names shall represent broad community principles which engender a strong positive image consistent with the values, character, and heritage of the City.
5. Generally, a name will not be considered if it is already in use and assigned to land, buildings, or facilities within the City or elsewhere, or would result in the excessive commercialization of the Municipal Facility.

**C) Signage and Recognition**

1. In all cases, the City retains the right to determine the scope, extent, size, color, design, and content of any signage or other similar recognition for any recognition deemed appropriate under this Policy, which shall conform to applicable provisions of the City's Municipal Code.
2. No corporate logos, insignias, or advertising slogans will be permitted with respect to the naming or re-naming of a Municipal Facility.

**D) Proposals**

1. All naming proposals for Municipal Facilities will include the proposed name and the reasons for the same, including a discussion of the criteria set forth in this Policy, and documentation, if any, regarding community support for the proposed name.
2. If the proposal is to re-name a Municipal Facility, the proposal must include justification for changing the established name.
3. The amount of funding or donation provided for the Municipal Facility or component thereof, if any, shall be provided with any naming or re-naming proposal.
4. Any potential legal issues with respect to the proposal and/or proposed name should be identified so they may be addressed as part of the review process.

5. City staff and the City Attorney's Office will determine whether an agreement is necessary or desirable with respect to the proposed naming or re-naming of a Municipal Facility.

**Subject:** Naming of Municipal Facilities

**Purpose:** To provide guidelines for the selection of names for all municipal facilities, including parks, recreational facilities, amenities within those facilities, and other structural and land areas owned by the City of San Marcos (“Municipal Facilities”).

**Background:** The City is frequently approached to consider recognizing various achievements by individuals or groups. Most of these achievements can and should be accomplished by written or verbal recognition. With respect to significant Municipal Facilities, occasional permanent recognition may be appropriate.

**Policy:** It is the policy of the City Council that applications for the naming of Municipal Facilities may be submitted to the Parks & Recreation Department to prepare the same for consideration by the Community Services Commission and, if and as recommended by said Commission, forwarded to the City Council for action and on such request at a duly noticed public meeting. The following is a non-exclusive list of criteria to be considered for naming facilities:

A) Specific Amenities within Municipal Facilities:

1. A name of an individual may be used if that individual has:
  - a. Contributed significantly to the quality of life in San Marcos and has been a San Marcos resident. The nature of the contribution, length of service, and associated factors should be considered.
  - b. Provided a substantial donation towards the cost of construction of a park facility or maintenance of said facility.
2. An organization name may be considered for association with an amenity within a Municipal Facility if the organization provides a substantial donation and/or property towards acquisition, construction, or maintenance of the Municipal Facility and would provide a desirable association for the City, or when otherwise warranted by some contribution or service which is deemed to be of major and lasting significance to the acquisition of the site, or planning, development, construction, or renovation of the Municipal Facility in question. Notwithstanding the foregoing, donation of land or resources shall not create an obligation by the City to name the Municipal Facility itself and/or the land upon which it sits, after an individual or family; additionally, this section A.2. relates to the factors for consideration of naming amenities within such Municipal Facilities.
3. A geographic location (neighborhood, street, natural feature, significant areas, etc.).

B) Municipal Facilities (Parks, Recreational Facilities, etc.)

1. An identifiable geographic, topographic, or historical location or feature.
2. A name that provides a link with our municipal heritage.
3. A name of an individual who has served the City, the State of California, and/or the nation in an exceptional and distinguished manner, where such action is deemed warranted by a contribution or service which is deemed to be of major significance.
4. Names shall represent broad community principles which engender a strong positive image consistent with the values, character, and heritage of the City.
5. Generally, a name will not be considered if it is already in use and assigned to land, buildings, or facilities within the City or elsewhere, or would result in the excessive commercialization of the Municipal Facility.

C) Signage and Recognition

1. In all cases, the City retains the right to determine the scope, extent, size, color, design, and content of any signage or other similar recognition for any recognition deemed appropriate under this Policy, which shall conform to applicable provisions of the City's Municipal Code.
2. No corporate logos, insignias, or advertising slogans will be permitted with respect to the naming or re-naming of a Municipal Facility.

D) Proposals

1. All naming proposals for Municipal Facilities will include the proposed name and the reasons for the same, including a discussion of the criteria set forth in this Policy, and documentation, if any, regarding community support for the proposed name.
2. If the proposal is to re-name a Municipal Facility, the proposal must include justification for changing the established name.
3. The amount of funding or donation provided for the Municipal Facility or component thereof, if any, shall be provided with any naming or re-naming proposal.
4. Any potential legal issues with respect to the proposal and/or proposed name should be identified so they may be addressed as part of the review process.
5. City staff and the City Attorney's Office will determine whether an agreement is necessary or desirable with respect to the proposed naming or re-naming of a Municipal Facility.