
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
4. Annual Report- Aquatics/Marketing
5. Mission 316 Church Commercial Use Application
6. TAC Meeting Minutes- October 9th
7. Park Naming Policy Update

NOTE & FILE

NOTE & FILE

APPROVE

NOTE & FILE

APPROVE

ORAL COMMUNICATIONS

Report from the Parks & Recreation Assistant Director

WRITTEN COMMUNICATIONS

ADJOURNMENT

STATE OF CALIFORNIA)

AFFIDAVIT OF POSTING

COUNTY OF SAN DIEGO) ss.

CITY OF SAN MARCOS)

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Date: October 10, 2024

Evelyn Slay, Commission Secretary

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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, SENSMEIER, 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

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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 3rd

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 21st with Savor which is a Santana Band.

Double Peak Challenge will take place on September 28th, 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 5th 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 13th.

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 19th 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 15th to October 15th. 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

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|--------------|-----------|---------------------|------------------------|----------------------------|--------|-----|
| 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

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|--------------|-----------|---------------------|------------------------|--------------------------------------|--------|-----|
| 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

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|--------------|-----------|------------------------|---------------------------|---------------------------------------|--------|----|
| 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

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|--------------|-----------|---------------------|-------------------------------|----------------------------|--------|-----|
| 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 | DYLAN'S 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 |

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 ELIJO REC CENTER

☐ Terrace Hall & Kitchenette

WILLIAMS BARN BANQUET/WEDDING FACILITY

☐ Barn & Kitchen

WOOD HOUSE

☐ Grounds & Jennyliind 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

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

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:

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 CC.
6/3/90*

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 (“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 Within significant Mmunicipal structural fFacilities, 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 Community ServicesParks & Recreation Department to be to prepare the same for consideration by the Community Services Commission acted upon and, if and as recommended by said Commission, forwarded to the City Council Commission for final Council action and approval for the on such request at a duly noticed public meetingnaming of municipal facilities within the City of San Marcos. The following is a non-exclusive list of Some of the criteria to be considered for naming facilities may be as follows:

A) Specific Amenities within Municipal 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. The nature of the contribution, length of service, and associated factors should be considered.

a.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 used if the organization provides a substantial donation and/or property towards acquisition, construction, or maintenance of the park or fMunicipal 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.

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:

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 - 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.
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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.
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