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# AGENDA

## PARKS & RECREATION COMMISSION

WEDNESDAY, OCTOBER 15, 2025  
CITY HALL COUNCIL CHAMBERS

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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 August 20, 2025

**APPROVE**

2. **GENERAL FACILITY SCHEDULING**

Consider facility & park use requests for October 16 - November 19, 2025

**APPROVE**

### REPORTS AND OTHER BUSINESS

3. Annual Report— Legends FC/FC Sol
4. Annual Report— Special Interest Classes & Camps
5. Indoor Facility Use — Mission 316 Church
6. YSC Meeting Minutes — Sept. 2nd
7. TAC Meeting Minutes — Oct. 8th
8. Aquatics Program Status Report
9. Community Garden Status Report

**NOTE & FILE**  
**NOTE & FILE**  
**APPROVE**  
**NOTE & FILE**  
**NOTE & FILE**  
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**NOTE & FILE**

### ORAL COMMUNICATIONS

Report from the Parks & Recreation Director

### WRITTEN COMMUNICATIONS

**ADJOURNMENT**

STATE OF CALIFORNIA)

**AFFIDAVIT OF POSTING**

COUNTY OF SAN DIEGO) ss.

CITY OF SAN MARCOS)

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 9, 2025.

Date: October 9, 2025

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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, AUGUST 20, 2025**

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

### **CALL TO ORDER**

At 6:00p.m. Chair Franklin called the meeting to order.

### **PLEDGE OF ALLEGIANCE**

Chair Franklin led the Pledge of Allegiance.

### **ROLL CALL**

**PRESENT:** COMMISSIONERS: FRANKLIN, GARCIA, KAZUNGU, LINDSAY, MOCKUS-VALENZUELA, PRESTININZI, ROBLES, SENSMEIER

**ABSENT:** COMMISSIONERS: SMITH

Also present were: Parks and Recreation Director Darren Chamow and Senior Management Analyst Evelyn Slay.

### **ORAL COMMUNICATIONS**

No oral communications to note.

### **CONSENT CALENDAR**

#### **1. Approval of Minutes, 7/16/2025**

**MOVED BY COMMISSIONER MOCKUS-VALENZUELA, SECONDED BY COMMISSIONER ROBLES AND CARRIED TO APPROVE CONSENT CALENDAR ITEM #1 AS PRESENTED.**

#### **2. Approval of General Facility Scheduling, 8/21 – 9/17/2025**

**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- San Marcos Girls Softball**

Robert Swank- San Marcos Girls Softball President gave the presentation.

Key Updates:

- Spring League reported stable spring registration; six All-Star teams competed, three advanced to State, one earned a Nationals bid.

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

- Fall registration increased nearly 20% (~180 players). Scholarship program supported six families (eight girls).
- Challenges include limited field space. Partnerships with private facilities are under consideration.

Discussion Points:

- Commissioner Garcia asked about residency ratios. Robert responded that approximately 90% of players are San Marcos residents.
- Commissioner Kazungu inquired about fees and priority for scholarships to San Marcos residents. Robert reported the cost to be approximately \$200–\$235 per player with scholarships currently being based on need and no residency issues noted.
- Vice-Chair Lindsay asked about field allocations and space. Robert confirmed that they have adequate space at this time.
- Chair Franklin asked what the growth strategies for the group were. Robert noted they primarily rely on social media.
- Commission Feedback: Commissioners commended inclusivity, equitable play rules, and growth strategies.

#### **4. Annual Report- Friends of San Marcos Parks & Recreation**

FSMPR President, Kathryn Gray gave the presentation.

Key Updates:

- Nonprofit founded in 2013; fundraisers include Bags & Brews and Double Peak Challenge (~\$23,000 raised). Provides \$10,000 annually in scholarships.
- Supports Title I school field trips, senior programs, fireworks, raffle prizes, and new initiatives. Newly supported programs include Halloween Spooktacular scholarships and the Bradley Park bike repair station.
- Future Plans: Strategic visioning session scheduled for October 8, 2025. Commissioners invited to submit 3–5 ideas in September.

Discussion Points:

- Commissioner Sensmeier asked what factors contributed to their success. Kathryn praised the strategic vision of previous Director Buck Martin and public feedback. Along with the groups shared vision and goals for recreation for all.
- Commissioner Garcia asked if the FSMPR had considered moving the Bags & Brews date since its so close to graduation and many people might have other events.
- Commission Feedback: Commissioners praised FSMPR for their commitment to the community and creating equitable access.

#### **4. Q4 Statistics**

- Senior Nutrition: Program growth exceeded grant allotments, with the City covering additional costs.
- Youth & Family Programs: The after-school program launched successfully with bus service. Commissioner Mockus-Valenzuela commended staff for strong communication with families.
- Transportation: Demand continues to exceed available funding. Staff are pursuing partnerships with NCTD and exploring other program parameters.

## **ORAL COMMUNICATIONS**

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

Director Chamow provided an update on departmental events and activities:

#### Department Updates:

- Mulberry Park swings details were provided to the Commission.
- Panorama Teen Center repurposed for Fire Station 1 personnel during HVAC project.
- Walnut Grove Campout was successful.
- The Night hike drew 80 participants.
- Sky View Park tour was held with a few of the Commissioners and staff present.
- Oakcrest Park Public Meeting (Aug 27).
- Mini Pitch Soccer opening at Richmar Park (Oct).
- Innovation pickleball courts resurfacing (Sep/Oct).
- Community Rock Snake continues growing with a lot of positive feedback from the public.
- Helen Bougher Memorial Park Memorial Policy has been updated.

#### Upcoming Events:

- Monthly hike on September 6<sup>th</sup> at 8am at Rose Ranch and Richland area for a total of 5.3 miles.
- Summer Concert on September 6<sup>th</sup> at the Woodhouse will feature Twisted Gypsy, a Fleetwood Mac tribute band.

### **COMMISSIONER COMMENTS:**

- Commissioner Garcia asked if Oakcrest design includes a dog park. Staff confirmed none planned.
- Chair Franklin asked about community garden updates. Staff will provide follow-up next meeting.
- Commissioner Prestininzi requested clarification on Oakcrest meeting logistics. Staff confirmed it would be held at the Community Center main hall.
- Commissioner Lindsay requested a season-end report on Aquatics for the next meeting.
- Commissioners provided staff with suggestions to engage the various schools and universities to contribute to the Community Rock Snake.

### **WRITTEN COMMUNICATIONS**

No written communications received.



**ADJOURNMENT**

Chair Franklin adjourned the meeting at 7:28pm.

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JAY FRANKLIN, CHAIR  
PARKS AND RECREATION COMMISSION

**ATTEST:**

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EVELYN SLAY, COMMISSION SECRETARY  
PARKS AND RECREATION COMMISSION

Facility Use List  
October 16 - November 19, 2025

Date	Day	Start - End Time	Facility	Event	Permit#	Attendance
Oct 16, 2025	Thursday	01:00 PM - 05:00 PM	Community Main Hall	Southwestern College Foundation	R13079	250
Oct 16, 2025	Thursday	01:00 PM - 05:00 PM	Dining Room	Southwestern College Foundation	R13079	54
Oct 16, 2025	Thursday	04:30 PM - 05:30 PM	Small Rec Room	Crochet Club	R13729	12
Oct 17, 2025	Friday	12:00 PM - 04:00 PM	Wood House & Garden	Saldivar Wedding	R13490	80
Oct 18, 2025	Saturday	12:00 PM - 04:00 PM	San Elijo Terrace Hall	Baby Shower	R13646	50
Oct 18, 2025	Saturday	08:00 AM - 02:00 PM	Williams Barn	Hope in the Hard Road	R12811	170
Oct 19, 2025	Sunday	08:00 AM - 12:00 PM	Community Main Hall	Mission 316 Church	R12453	70
Oct 19, 2025	Sunday	10:00 AM - 12:00 PM	Small Rec Room	Mission 316 Church	R12453	20
Oct 19, 2025	Sunday	08:00 AM - 02:00 PM	Walnut Grove Park Horse Arena	Horse Heritage Festival	R13637	1
Oct 20, 2025	Monday	04:00 PM - 07:00 PM	Fitness Room	Panorama Group	R13578	1
Oct 21, 2025	Tuesday	05:00 PM - 07:00 PM	Community Main Hall	Universidad Popular Training	R13442	60
Oct 22, 2025	Wednesday	05:00 PM - 08:00 PM	Community Main Hall	MHHS Girls Flag Football Banquet	R13712	100
Oct 23, 2025	Thursday	11:00 AM - 01:00 PM	Small Rec Room	North County Philanthropy Council	R13681	10
Oct 25, 2025	Saturday	10:00 AM - 06:00 PM	San Elijo Terrace Hall	Barrera Birthday Party	R13597	80
Oct 25, 2025	Saturday	10:00 AM - 08:00 PM	Williams Barn	Silverhawk Stompers Clogging Workshop	R12839	100
Oct 26, 2025	Sunday	08:00 AM - 02:00 PM	Community Main Hall	Mission 316 Church	R12453	70
Oct 26, 2025	Sunday	10:00 AM - 12:00 PM	Small Rec Room	Mission 316 Church	R12453	20
Oct 27, 2025	Monday	05:00 PM - 07:00 PM	Conference Room	Victoria Ranch HOA	R12466	10
Oct 27, 2025	Monday	06:00 PM - 08:00 PM	Small Rec Room	Highlands HOA	R12505	15
Oct 27, 2025	Monday	04:00 PM - 07:00 PM	Fitness Room	Panorama Group	R13578	1
Oct 28, 2025	Tuesday	05:00 PM - 07:00 PM	Community Main Hall	Universidad Popular Training	R13442	60

Facility Use List  
October 16 - November 19, 2025

Date	Day	Start - End Time	Facility	Event	Permit#	Attendance
Oct 29, 2025	Wednesday	05:00 PM - 07:30 PM	San Elijo Terrace Hall	Del Mar Fairgrounds	R13694	80
Oct 30, 2025	Thursday	01:00 PM - 03:00 PM	Community Main Hall	COSM Halloween Event	R13780	1
Oct 30, 2025	Thursday	04:30 PM - 05:30 PM	Small Rec Room	Crochet Club	R13729	12
Oct 30, 2025	Thursday	12:00 PM - 05:00 PM	Williams Barn	The Butler Did It	R12854	40
Oct 31, 2025	Friday	12:00 PM - 05:00 PM	Williams Barn	The Butler Did It	R12854	300
Nov 1, 2025	Saturday	09:00 AM - 03:00 PM	Williams Barn	The Butler Did It	R12854	300
Nov 2, 2025	Sunday	08:00 AM - 12:00 PM	Community Main Hall	Mission 316 Church	R13736	80
Nov 2, 2025	Sunday	10:00 AM - 12:00 PM	Small Rec Room	Mission 316 Church	R13736	20
Nov 3, 2025	Monday	06:00 PM - 08:00 PM	Dining Room	SMYB Board Meetings	R13493	18
Nov 3, 2025	Monday	04:00 PM - 07:00 PM	Fitness Room	Panorama Group	R13578	1
Nov 4, 2025	Tuesday	05:00 PM - 07:30 PM	Conference Room	Twin Oaks Valley Ranch Asoc	R12582	10
Nov 4, 2025	Tuesday	06:00 PM - 07:00 PM	Dining Room	YSC Meeting	R12629	25
Nov 4, 2025	Tuesday	05:30 PM - 07:30 PM	Wood House & Garden	San Marcos Woods	R12729	10
Nov 6, 2025	Thursday	04:30 PM - 05:30 PM	Small Rec Room	Crochet Club	R13729	12
Nov 7, 2025	Friday	11:00 AM - 03:00 PM	Williams Barn	Pacific Coast Coast Academy Robotics	R13865	170
Nov 8, 2025	Saturday	03:00 PM - 09:00 PM	Williams Barn	Escondido Ag Boosters	R13259	170
Nov 9, 2025	Sunday	08:00 AM - 12:00 PM	Community Main Hall	Mission 316 Church	R13736	80
Nov 9, 2025	Sunday	10:00 AM - 12:00 PM	Small Rec Room	Mission 316 Church	R13736	20
Nov 9, 2025	Sunday	09:00 AM - 01:00 PM	Williams Barn	Memorial Service	R13833	100
Nov 10, 2025	Monday	04:00 PM - 07:00 PM	Fitness Room	Panorama Group	R13578	1
Nov 12, 2025	Wednesday	08:30 AM - 03:00 PM	Community Main Hall	Fire Inspectors Meeting	R13866	150



Facility Use List  
October 16 - November 19, 2025

Date	Day	Start - End Time	Facility	Event	Permit#	Attendance
Nov 12, 2025	Wednesday	05:30 PM - 08:00 PM	Conference Room	Vallecitos Ridge HOA	R12583	10
Nov 12, 2025	Wednesday	07:00 PM - 09:00 PM	Recreation Room	Twin Oaks Community Sponsor Group	R12697	15
Nov 14, 2025	Friday	10:00 AM - 09:00 PM	Williams Barn	Universidad Popular Reception	R13331	170
Nov 15, 2025	Saturday	03:00 PM - 09:00 PM	Community Main Hall	Dawalli Party	R13611	160
Nov 15, 2025	Saturday	03:00 PM - 10:00 PM	Williams Barn	Limon Wedding	R13335	100
Nov 16, 2025	Sunday	08:00 AM - 12:00 PM	Community Main Hall	Mission 316 Church	R13736	80
Nov 16, 2025	Sunday	10:00 AM - 12:00 PM	Small Rec Room	Mission 316 Church	R13736	20
Nov 17, 2025	Monday	04:00 PM - 07:00 PM	Fitness Room	Panorama Group	R13578	1
Nov 18, 2025	Tuesday	05:00 PM - 07:00 PM	Community Main Hall	Universidad Popular Training	R13442	60
Nov 18, 2025	Tuesday	05:00 PM - 08:00 PM	Williams Barn	San Marcos Pop Warner Awards	R13880	90
Nov 19, 2025	Wednesday	08:30 AM - 12:30 PM	Community Main Hall	YMCA of San Diego County	R13877	50
Nov 19, 2025	Wednesday	05:30 PM - 07:30 PM	Conference Room	Greenwood Park HOA	R12990	10

Park Use List  
October 15 - November 19, 2025

Date	Day	Start - End Time	Facility	Event	Permit#	Attend
Oct 16, 2025	Thursday	05:00 PM - 06:00 PM	San Elijo Park Commercial Use	Yoga	R12966	15
Oct 16, 2025	Thursday	05:30 PM - 06:30 PM	Hollandia Park Commercial Use	Running Club	R13560	25
Oct 17, 2025	Friday	09:00 AM - 05:30 PM	Double Peak Park Amphitheater	Wedding	R13242	80
Oct 17, 2025	Friday	09:15 AM - 10:30 AM	San Elijo Park Open Area	Running Club	R12934	25
Oct 17, 2025	Friday	05:00 PM - 06:00 PM	San Elijo Park Commercial Use	Yoga	R12966	15
Oct 18, 2025	Saturday	09:00 AM - 10:00 AM	San Elijo Park Commercial Use	Yoga	R12966	15
Oct 18, 2025	Saturday	09:00 AM - 01:00 PM	Las Abejas Park Shelter	Birthday	R13476	35
Oct 18, 2025	Saturday	09:00 AM - 01:00 PM	Sunset Park East Shelter	Fall Festival	R13546	50
Oct 18, 2025	Saturday	09:00 AM - 05:30 PM	Sunset Park West Shelter	Baby shower	R13720	100
Oct 18, 2025	Saturday	09:00 AM - 01:00 PM	Lakeview/Discovery Park Gazebo	Birthday	R13746	30
Oct 18, 2025	Saturday	01:30 PM - 05:30 PM	San Elijo Park Gazebo	Baby Shower	R13763	100
Oct 18, 2025	Saturday	01:30 PM - 05:30 PM	Sunset Park East Shelter	2nd Birthday	R13775	30
Oct 18, 2025	Saturday	01:30 PM - 05:30 PM	Woodland Park Pepper Shelter	Brinlee's Birthday	R13786	50
Oct 18, 2025	Saturday	01:30 PM - 05:30 PM	Las Abejas Park Shelter	Birthday party	R13721	25
Oct 18, 2025	Saturday	01:30 PM - 05:30 PM	Woodland Park East Shelter	Narciso Baby Shower	R13215	100
Oct 19, 2025	Sunday	08:00 AM - 02:00 PM	Walnut Grove Park Horse Arena	Horse Heritage Festival	R13637	1
Oct 19, 2025	Sunday	09:00 AM - 05:30 PM	Sunset Park East Shelter	1st birthday	R13778	50
Oct 19, 2025	Sunday	09:00 AM - 05:30 PM	Las Abejas Park Shelter	First Birthday	R13572	99
Oct 19, 2025	Sunday	09:00 AM - 05:30 PM	Walnut Grove Park Central Shelter	Birthday	R13816	45
Oct 19, 2025	Sunday	01:30 PM - 05:30 PM	Sunset Park West Shelter	Juliana Carrillo Bautizo	R13818	50
Oct 19, 2025	Sunday	01:30 PM - 05:30 PM	San Elijo Park Gazebo	SEH Oktoberfest SEP	R13144	1
Oct 19, 2025	Sunday	01:30 PM - 05:30 PM	San Elijo Park Shelter	SEH Oktoberfest SEP	R13144	1
Oct 20, 2025	Monday	09:15 AM - 10:30 AM	San Elijo Park Open Area	Running Club	R12934	25

Park Use List  
October 15 - November 19, 2025

Date	Day	Start - End Time	Facility	Event	Permit#	Attend
Oct 21, 2025	Tuesday	05:30 PM - 06:30 PM	Hollandia Park Commercial Use	Running Club	R13560	25
Oct 22, 2025	Wednesday	09:15 AM - 10:30 AM	San Elijo Park Open Area	Running Club	R12934	25
Oct 22, 2025	Wednesday	05:00 PM - 06:00 PM	San Elijo Park Commercial Use	Yoga	R12966	15
Oct 23, 2025	Thursday	05:00 PM - 06:00 PM	San Elijo Park Commercial Use	Yoga	R12966	15
Oct 23, 2025	Thursday	05:30 PM - 06:30 PM	Hollandia Park Commercial Use	Running Club	R13560	25
Oct 24, 2025	Friday	09:00 AM - 01:00 PM	Sunset Park West Shelter	Pacific Coast Academy	R13537	75
Oct 24, 2025	Friday	09:15 AM - 10:30 AM	San Elijo Park Open Area	Running Club	R12934	25
Oct 24, 2025	Friday	05:00 PM - 06:00 PM	San Elijo Park Commercial Use	Yoga	R12966	15
Oct 25, 2025	Saturday	09:00 AM - 10:00 AM	San Elijo Park Commercial Use	Yoga	R12966	15
Oct 25, 2025	Saturday	09:00 AM - 05:30 PM	Las Abejas Park Shelter	1st Birthday Party	R13709	50
Oct 25, 2025	Saturday	09:00 AM - 05:30 PM	Woodland Park Pepper Shelter	6th Birthday	R13756	120
Oct 25, 2025	Saturday	09:00 AM - 01:00 PM	Sunset Park East Shelter	4th Birthday	R13799	50
Oct 25, 2025	Saturday	09:00 AM - 05:30 PM	San Elijo Park Gazebo	Baby shower	R13811	50
Oct 25, 2025	Saturday	09:00 AM - 01:00 PM	Lakeview/Discovery Park Gazebo	2nd Birthday	R13855	40
Oct 25, 2025	Saturday	09:00 AM - 01:00 PM	Sunset Park West Shelter	Birthday	R13863	10
Oct 25, 2025	Saturday	01:30 PM - 05:30 PM	Sunset Park West Shelter	Picnic	R13755	200
Oct 25, 2025	Saturday	01:30 PM - 05:30 PM	Woodland Park East Shelter	Birthday	R13779	30
Oct 26, 2025	Sunday	09:00 AM - 05:30 PM	Woodland Park East Shelter	Birthday	R13791	50
Oct 26, 2025	Sunday	09:00 AM - 05:30 PM	Las Abejas Park Shelter	Baby Shower	R13856	100
Oct 26, 2025	Sunday	09:00 AM - 05:30 PM	Hollandia Park Shelter	4th Birthday	R13834	25
Oct 26, 2025	Sunday	01:30 PM - 05:30 PM	San Elijo Park Gazebo	Birthday	R13823	70
Oct 26, 2025	Sunday	01:30 PM - 05:30 PM	Sunset Park West Shelter	1st Birthday	R13868	70
Oct 26, 2025	Sunday	01:30 PM - 05:30 PM	Sunset Park East Shelter	Baby shower	R13723	75

Park Use List  
October 15 - November 19, 2025

Date	Day	Start - End Time	Facility	Event	Permit#	Attend
Oct 27, 2025	Monday	09:00 AM - 01:00 PM	Walnut Grove Park North Shelter	Solar Family Picnic	R13726	100
Oct 27, 2025	Monday	09:15 AM - 10:30 AM	San Elijo Park Open Area	Running Club	R12934	25
Oct 28, 2025	Tuesday	05:30 PM - 06:30 PM	Hollandia Park Commercial Use	Running Club	R13560	25
Oct 29, 2025	Wednesday	09:15 AM - 10:30 AM	San Elijo Park Open Area	Running Club	R12934	25
Oct 29, 2025	Wednesday	05:00 PM - 06:00 PM	San Elijo Park Commercial Use	Yoga	R12966	15
Oct 30, 2025	Thursday	05:00 PM - 06:00 PM	San Elijo Park Commercial Use	Yoga	R12966	15
Oct 30, 2025	Thursday	05:30 PM - 06:30 PM	Hollandia Park Commercial Use	Running Club	R13560	25
Oct 31, 2025	Friday	09:15 AM - 10:30 AM	San Elijo Park Open Area	Running Club	R12934	25
Oct 31, 2025	Friday	05:00 PM - 06:00 PM	San Elijo Park Commercial Use	Yoga	R12966	15
Nov 1, 2025	Saturday	09:00 AM - 10:00 AM	San Elijo Park Commercial Use	Yoga	R12966	15
Nov 1, 2025	Saturday	09:00 AM - 01:00 PM	Walnut Grove Park Central Shelter	North County Health Project	R13175	50
Nov 1, 2025	Saturday	09:00 AM - 05:30 PM	San Elijo Park Gazebo	4th Birthday Party	R13761	60
Nov 1, 2025	Saturday	09:00 AM - 05:30 PM	Lakeview/Discovery Park Gazebo	5th Birthday	R13815	50
Nov 1, 2025	Saturday	09:00 AM - 05:30 PM	Sunset Park West Shelter	Baby Shower	R13821	30
Nov 1, 2025	Saturday	01:30 PM - 05:30 PM	Jack's Pond Park East Shelter	Retirement Party	R13853	25
Nov 1, 2025	Saturday	01:30 PM - 05:30 PM	Woodland Park Pepper Shelter	Birthday Party	R13861	40
Nov 1, 2025	Saturday	01:30 PM - 05:30 PM	Connors Park Shelter	Birthday	R13794	50
Nov 2, 2025	Sunday	09:00 AM - 05:30 PM	Sunset Park West Shelter	1st Birthday	R13441	175
Nov 2, 2025	Sunday	09:00 AM - 05:30 PM	Las Abejas Park Shelter	8th Birthday	R13859	50
Nov 2, 2025	Sunday	09:00 AM - 01:00 PM	Lakeview/Discovery Park Gazebo	First Birthday	R13806	40
Nov 2, 2025	Sunday	01:30 PM - 05:30 PM	Lakeview/Discovery Park Gazebo	Birthday	R13847	60
Nov 3, 2025	Monday	09:15 AM - 10:30 AM	San Elijo Park Open Area	Running Club	R12934	25
Nov 4, 2025	Tuesday	05:30 PM - 06:30 PM	Hollandia Park Commercial Use	Running Club	R13560	25

Park Use List  
October 15 - November 19, 2025

Date	Day	Start - End Time	Facility	Event	Permit#	Attend
Nov 5, 2025	Wednesday	09:15 AM - 10:30 AM	San Elijo Park Open Area	Running Club	R12934	25
Nov 5, 2025	Wednesday	05:00 PM - 06:00 PM	San Elijo Park Commercial Use	Yoga	R12966	15
Nov 6, 2025	Thursday	05:00 PM - 06:00 PM	San Elijo Park Commercial Use	Yoga	R12966	15
Nov 6, 2025	Thursday	05:30 PM - 06:30 PM	Hollandia Park Commercial Use	Running Club	R13560	25
Nov 7, 2025	Friday	09:15 AM - 10:30 AM	San Elijo Park Open Area	Running Club	R12934	25
Nov 7, 2025	Friday	05:00 PM - 06:00 PM	San Elijo Park Commercial Use	Yoga	R12966	15
Nov 8, 2025	Saturday	09:00 AM - 05:30 PM	San Elijo Park Gazebo	5th Birthday	R13406	50
Nov 8, 2025	Saturday	09:00 AM - 10:00 AM	San Elijo Park Commercial Use	Yoga	R12966	15
Nov 8, 2025	Saturday	09:00 AM - 05:30 PM	Jack's Pond Park Corral	Birthday	R13463	75
Nov 8, 2025	Saturday	09:00 AM - 05:30 PM	Jack's Pond Park East Shelter	Birthday	R13464	50
Nov 8, 2025	Saturday	09:00 AM - 05:30 PM	Sunset Park West Shelter	Baby shower	R13629	75
Nov 8, 2025	Saturday	09:00 AM - 05:30 PM	Las Abejas Park Shelter	6th Birthday Party	R13800	50
Nov 8, 2025	Saturday	09:00 AM - 05:30 PM	Lakeview/Discovery Park Gazebo	Birthday Party	R13788	30
Nov 8, 2025	Saturday	09:00 AM - 01:00 PM	Sunset Park East Shelter	Birthday	R13850	20
Nov 8, 2025	Saturday	09:00 AM - 05:30 PM	Hollandia Park Shelter	Birthday	R13857	40
Nov 8, 2025	Saturday	01:30 PM - 05:30 PM	Sunset Park East Shelter	Birthday	R13850	20
Nov 9, 2025	Sunday	09:00 AM - 01:00 PM	Lakeview/Discovery Park Gazebo	5th Birthday	R13753	30
Nov 10, 2025	Monday	09:15 AM - 10:30 AM	San Elijo Park Open Area	Running Club	R12934	25
Nov 12, 2025	Wednesday	09:15 AM - 10:30 AM	San Elijo Park Open Area	Running Club	R12934	25
Nov 12, 2025	Wednesday	05:00 PM - 06:00 PM	San Elijo Park Commercial Use	Yoga	R12966	15
Nov 13, 2025	Thursday	05:00 PM - 06:00 PM	San Elijo Park Commercial Use	Yoga	R12966	15
Nov 13, 2025	Thursday	05:30 PM - 06:30 PM	Hollandia Park Commercial Use	Running Club	R13560	25
Nov 14, 2025	Friday	09:15 AM - 10:30 AM	San Elijo Park Open Area	Running Club	R12934	25

Park Use List  
October 15 - November 19, 2025

Date	Day	Start - End Time	Facility	Event	Permit#	Attend
Nov 14, 2025	Friday	05:00 PM - 06:00 PM	San Elijo Park Commercial Use	Yoga	R12966	15
Nov 15, 2025	Saturday	09:00 AM - 10:00 AM	San Elijo Park Commercial Use	Yoga	R12966	15
Nov 15, 2025	Saturday	09:00 AM - 05:30 PM	Sunset Park West Shelter	Baby Shower	R13715	55
Nov 15, 2025	Saturday	09:00 AM - 05:30 PM	San Elijo Park Gazebo	Mussack Party	R13600	50
Nov 16, 2025	Sunday	09:00 AM - 03:00 PM	Walnut Grove Park Horse Arena	Equine Educational Services	R13253	35
Nov 17, 2025	Monday	09:15 AM - 10:30 AM	San Elijo Park Open Area	Running Club	R12934	25
Nov 18, 2025	Tuesday	05:30 PM - 06:30 PM	Hollandia Park Commercial Use	Running Club	R13560	25
Nov 19, 2025	Wednesday	09:15 AM - 10:30 AM	San Elijo Park Open Area	Running Club	R12934	25
Nov 19, 2025	Wednesday	05:00 PM - 06:00 PM	San Elijo Park Commercial Use	Yoga	R12966	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:** 09-07 2025

**Business/Organization Name:** Mission 316 Church

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

**Phone(s):** 7604029230 **E-mail:** office@mission316church.com

**Non-Profit Tax ID #:** 45-3633820

**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 & 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):** 11-2-2025

If Reoccurring: ☒ Weekly ☐ Monthly ☐ Other \_\_\_\_\_

**Attendance** (expected): 80

**Time Details:** **Enter Facility:** 8am **Event Start:** 10:30am **Event End:** Noon **Exit Facility:** 1pm

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): worship church service

**Will food be served:** ☒ YES ☐ NO **Caterer:** no catering. light refreshments

**Will alcohol be served:** ☐ YES ☒ NO **Bartender:** \_\_\_\_\_

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

## SIGNATURE PAGE

Please acknowledge with initials:

- jb Reservations are not secured until a non-refundable reservation fee has been paid at the time of booking for all bookings over \$200. This fee will be forfeited if the event is cancelled, including a requested change of date.
- jb All refunds are subject to the department refund policy which can be found on the City website under Parks and Recreation Policies.
- jb Reservations over \$200 must be made and paid in full at least sixty (60) days in advance of the rental date. Reservations under \$200 must be paid in full at time of booking. If fees are not paid in full, your reservation will be cancelled and all monies paid will be forfeited.
- jb Room set-up and clean-up are the responsibility of the facility renter. A cleaning deposit may be required per the Indoor Facility Rental Policy.
- jb Rentals who exceed their approved exit time will be billed in (1) hour increments at a rate of 2x the standard hourly rate.
- jb Security guards are required at certain type events including all events where alcohol is present. A separate alcohol application may be required through Alcohol Beverage Control.
- jb All bookings must end 1 hour prior to facility closing time. The hour before facility closure is available for cleaning only.
- jb No smoking allowed in/around city facilities.
- jb Alcohol is prohibited at events held in honor of guests under 21 years of age.
- jb I agree to submit insurance per requirements of the City of San Marcos Indoor Facility Rental Policy.
- jb I agree to adhere to all terms and conditions of the City of San Marcos Indoor Facility Rental Policy.

**Applicant** has received, reviewed and fully understands the Facility Rental Information Packet and will abide by all policies and regulations listed.

**Applicant** has inspected the City property or premises proposed for use and has determined that they are in a safe and appropriate condition for the activities planned. Applicant and all members of applicant's group or organization hereby ensure that said property or premises will be kept and operated in a safe and appropriate condition.

**Applicant** waives, releases and discharges any and all claims for or right to claim damages of any kind that may arise as a result of Applicant's use of the City's facilities.

**Applicant** and the members of applicant's group or organization, individually and collectively, hereby agree that they shall indemnify and hold harmless the City of San Marcos, City of San Marcos as Successor Agency to the San Marcos Redevelopment Agency and their elected and appointed boards, officers, agents and employees (collectively, "City") from and against all claims, damages, losses and expenses including attorney fees arising out of the performance of the activities described herein, caused in whole or in part by any negligent act or omission of the City, except where caused by the sole negligence or willful misconduct of the City, its subdivisions, officers, agents or employees.

**Applicant** is expressly authorized to bind each and all of the members of applicant's group or organization.

**Applicant** and the members of applicant's group or organization, individually and collectively, hereby give the City of San Marcos the absolute right and permission to use their photograph(s) in its promotional materials and publicity efforts. Applicant(s) understand that the photograph(s) may be used in a publication, print ad, direct-mail piece, electronic media including city website or other form of promotion. Applicant(s) release the City of San Marcos, the photographer, their offices, employees, agents, and designees from liability for any violation of any personal or proprietary right I may have in connection with such use.

**Failure to comply with all City of San Marcos' rental policies, procedures, ordinances, laws, etc. may result in loss of your deposit and/or your event being cancelled early or entirely.**

Signature: Judy D. Brumit Print Name: Judy Brumit Date: 09-07 2025





## **YOUTH SPORTS COUNCIL MEETING**

**Tuesday, September 2, 2025**

**3 Civic Center Drive – Dining Room**

**Attendance:** All members present except San Elijo AYSO 1505, San Marcos Pop Warner, San Marcos Youth Basketball, and NFL Play 60.

City staff present: Eric Leichliter, Adrian Richardson and Stew Rutledge.

SMUSD staff present: Ted Norman.

Parks & Recreation Commissioner present: Danyte Mokus-Valenzuela.

### **Call to Order**

Eric Leichliter called the September Youth Sports Council meeting to order at 6:03pm.

### **Approval of Minutes**

Robert Swank (San Marcos Girls Softball) motioned to approve the minutes from the June 3, 2025, meeting. Tracy Rich (City SC San Marcos) seconded the motion.

*Motion carried 6-0.*

### **NEW BUSINESS**

#### **San Marcos Unified School District Update/Facilitron Reminders**

Ted Norman provided an update to the Youth Sports Council regarding ongoing and upcoming facility projects within the San Marcos Unified School District. He shared that renovations are complete at the San Marcos middle school fields, and upgrades at the high school facilities are coming along; tennis courts, running track, and synthetic turf field.

Ted reminded YSC members to always call the phone number listed on their facility use permit as the first point of contact for any issues and he provided an after-hours contact number: (760) 290-2911.

He also reported that Facilitron, the district's facility reservation platform, is functioning smoothly and has not received any complaints regarding its use.



## **City Parks/Sport Fields Updates**

Stew Rutledge provided a brief update on summer maintenance projects. He reported that approximately 30,000 square feet of sod repair were completed at Mission Sports Park. In addition, San Elijo Hilltop field has been renovated during the summer closure period.

Stew noted that Public Works checks light fixtures quarterly. He asked YSC members to notify him directly if they notice any light fixtures that are out at any of the facilities.

Eric informed the members that there will not be any access at San Elijo Lower Field on Friday, September 19 due to double peak challenge set up. He also provided an update on the mini pitch at Richmar Park, noting that the court will not be available for reservations or organized programming at this time.

## **YSC Updates/Announcements**

Eric requested that all YSC groups submit their club and recreational team registration numbers. He also asked each organization to provide the number of teams assigned to each field per night, to ensure maximum field utilization. Eric noted that invoices will be issued at the end of the month and expressed his appreciation to all organizations for their timely payments in the past.

Eric informed YSC members of the recently passed Bill “AB310,” which mandates that, beginning January 2027, an AED must be present at all games and practices, along with a certified individual on-site. Dan Max (San Marcos Youth Baseball) asked if the city would be able to facilitate offering CPR/AED certification classes for coaches and volunteers to support compliance with the new requirement.

Eric provided an update to YSC members regarding lighting and player fees. He noted that lighting fees have not been increased in over 12 years, and the city is currently conducting a study to evaluate current electrical costs. He also introduced the idea of a potential increase in player fees and requested input from YSC members. The lighting fee increase is expected to be applied incrementally, possibly beginning early 2026.



## **Upcoming City Events**

Eric informed the Youth Sports Council of the upcoming Double Peak Challenge, scheduled for Saturday, September 20. He invited organizations to participate as vendors at the event. San Marcos Youth Lacrosse and San Marcos Girls Softball expressed interest. YSC members are encouraged to reach out to Eric if their organization would like to be considered as a vendor or if they have any questions regarding the event. He reminded the groups about our last summer movie in the park on September 19 at Richmar Park.

## **Old Business**

Eric provided the Park Ranger hotline phone number (760-744-9494 ext. 3700 or 3707). He reminded all members that if they need assistance in the parks to contact City staff or the Park Ranger hotline. If they encounter disturbed transients or any public safety issues at the parks to contact the Sheriff's Department non-emergency line (760-510-5200) or 911 depending on the severity of the incident.

He also reminded them to return any unused field space as there are many groups inquiring about field rentals.

## **Field Closed Policy/Weather Line/Rainedout.com**

Eric asked the groups to please notify participants and parents of the rainedout.com signup again to ensure participants are notified of field closures during inclement weather. He reminded the YSC groups, while no significant rainfall is currently forecasted, it remains important to monitor these updates.

**Next regularly scheduled meeting will be Tuesday, November 4, 2025 @ 6pm. The meeting adjourned at 6:42pm.**



2025 Attendance Record		
	Present	Absent
San Marcos Youth Baseball	Feb, May, Sept	June
San Marcos Girls Softball	Feb, May, June, Sept	
San Marcos Lacrosse	Feb, May, June, Sept	
San Elijo AYSO 1505	May, June	Feb, Sept
San Marcos AYSO 127	Feb, May, June, Sept	
San Marcos Pop Warner	May	Feb, June, Sept
Legends FC SD North FC Sol	Feb, May, June, Sept	
San Marcos Youth Basketball	Feb, May	June, Sept
City SC San Marcos	Feb, May, June, Sept	
NFL Flag Football	Feb, May	June, Sept

## MINUTES

Regular Meeting of the Trails Advisory Committee  
Wednesday, October 8, 2025, 6:00 pm  
3 Civic Center Drive, San Marcos, CA 92069

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### CALL TO ORDER:

Meeting called to order at 6:01 pm by David Simpson

### ROLL CALL:

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Those present were:

**TAC Members:** David Simpson, Randy Smith, John Walsh, Olga Flores

**Parks & Recreation Commissioner:** Sasha Smith

**City of San Marcos Staff:** Coleman Cowling

**Not Present:** Torrey Olson

**Guests:**

### OLD BUSINESS

#### 1. Welcome

David welcomed everyone and started the meeting at 6:01pm.

#### 2. Future Meeting Scheduling & Communication

2026 Meeting Schedule: January 7, April 8, July 8, and October 7.

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

David opened the conversation to any new concerns regarding the trail system. John inquired whether there were any issues related to e-bikes or unauthorized motorized vehicles on the trails. In response, Coleman informed the group that the San Marcos Sheriff's Department is expected to acquire a 4x4 vehicle soon, which will enhance their ability to respond to and manage such complaints.

Randy highlighted the success of the large concrete barriers installed at the base of P Mountain, noting their effectiveness in preventing unauthorized access.

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

Coleman talked about the recent City Hike: San Elijo West Tour. For the event a total of 42 participants joined the team on a similar trail to the 5k route for the Double Peak Challenge.

## 5. Star Walk

John Walsh discussed the upcoming Star Walk events for October 19<sup>th</sup>.

## **NEW BUSINESS/ACTION ITEMS**

### **1. Kiosk Project Update**

Coleman provided an update on the Kiosk Project, noting that the current plan is to replace 1–2 kiosks per fiscal year. The City is seeking input from the Trails Advisory Committee (TAC) on what information should be included on the new signage.

John raised concerns about the proposed map included in the Signage Master Plan, commenting that it may be confusing for the public to interpret. The group engaged in a discussion about the type of content that should be featured on the signage. Since park rules are already posted elsewhere, members suggested incorporating interpretive information related to the history of San Marcos, as well as local flora and fauna. Further discussion centered on whether this interpretive content should be included directly on the kiosks or delivered through separate signage placed along the trail system.

Randy mentioned that if installing interpretive signage along the trails is not currently feasible for the City, it could make for a meaningful Eagle Scout project. John added that the kiosks' blank spaces represent a missed opportunity to provide seasonal information about native flora and fauna.

Sasha recommended adding QR codes to the kiosks that would link to a website or PDF containing interpretive information, allowing for seasonal updates without the need to physically replace signage.

### **2. Volunteer Trails Program**

Coleman provided information about the start of the Volunteer Trails Program. The first event will take place on October 25<sup>th</sup> from 9am-10:30am at Lakeview Park. The group will be cleaning up trash and light hedging along the trails around Discovery Lake and the Cima trail.

## **CONSENT CALENDAR**

### **1. Approval of Minutes**

David motioned to approve the Minutes from the July 9<sup>th</sup> meeting, Randy seconded the motion. Minutes were approved for the meeting.

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

John made comments on the size of the maps that are being provided to the public. Mentioned that the previous maps were much larger than the ones being given to the public now and that the current maps are hard for some people to read. Coleman Informed the group that it was likely a change was made when the prints were no longer contracted out.

Coleman updated the group on the recent Double Peak Challenge.

**TAC MEETING SCHEDULING**

The next meeting of the Trails Advisory Committee is scheduled for January 7<sup>th</sup>, 2026

**ADJOURNMENT**

Dave Simpson adjourned the meeting at 7:01 pm.

ATTEST:

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