

**CITY OF MURRIETA
Council Chambers
1 Town Square
Murrieta 92562**



**Thursday, September 5, 2024
Parks and Recreation
Commission
6:00 PM**

The City of Murrieta intends to comply with the Americans with Disabilities Act (ADA). Persons with special needs should call the Parks and Recreation Division at (951) 461-6187 or email at ROtis@MurrietaCA.gov at least 72 hours in advance.

Any presentation requiring the use of the City of Murrieta's equipment must be submitted to the Parks and Recreation Division 24 hours prior to the scheduled Parks and Recreation Commission meeting at City Hall located at 1 Town Square, Murrieta, CA; via email at ROtis@MurrietaCA.gov or call (951) 461-6187. Any writings or documents provided to a majority of the Parks and Recreation Commission regarding any item on this agenda will be made available for public inspection at the public counter at City Hall located at 1 Town Square, Murrieta, CA during normal business hours.

**Chris Collopy
Chair**

**Paul Parker
Vice Chair**

**Carmella Wood
Commissioner**

**John Hunneman
Commissioner**

**Robin Gilliland
Commissioner**

**YOU MAY VIEW THE MEETING LIVESTREAMED VIA THE CITY'S WEBSITE AT
<https://murrieta.legistar.com/Calendar.aspx>**

6:00 PM REGULAR MEETING**CALL TO ORDER****ROLL CALL****PLEDGE OF ALLEGIANCE****APPROVAL OF AGENDA****ADMINISTRATIVE UPDATE**

Parks and Community Services Manager Administrative Updates is the opportunity for the Parks and Community Services Manager to provide community updates, as well as Department or Commission announcements on current or upcoming projects.

- Youth Center Update – Senior Recreation Coordinator Liset Lagunas
- Aquatics Update – Recreation Supervisor Victor Patino
- Master Plan Update – Parks and Community Service Manager Lea Kolek

PUBLIC COMMENTS (NON-AGENDA)

At this time any person may address the governing bodies on any subject pertaining to City business, which does not relate to any item listed on the printed agenda. Normally no action may be considered or taken by the governing bodies on any matter not listed on the agenda. Each speaker will be limited to three minutes.

CONSENT CALENDAR - APPROVAL OF ITEMS 1 – 3

All matters listed on the Consent Calendar are to be considered routine by the governing bodies, and will be enacted by one motion in the form listed. There will be no discussion of these items unless, before the governing body votes on the motion to adopt, specific items are removed from the Consent Calendar for separate motions.

1. Minutes

Attachments: [Minutes - 6/11/2024 Parks and Recreation Commission Meeting](#)

Recommended Action:

Approve the minutes of the June 11, 2024 Parks and Recreation Special Meeting.

2. Recreation, Activities and Events ReportRecommended Action:

Receive and File.

Attachments: [Recreation Activities and Events Pictures](#)
[Veterans Day Parade Flyer](#)
[Field Use and Allocation Policy](#)
[Fall 2024 Field Use Summary Report](#)
[Park and Recreation Facilities Naming Policy](#)
[Park Ranger Report](#)

3. Parks, Projects and Maintenance ReportRecommended Action:

Receive and File.

Attachments: [Tot Lot Pictures](#)

PULLED CONSENT CALENDAR ITEMS**DISCUSSION****1. Adopt-A-Trail Program**Recommended Action:

Discuss Adopt-A-Trail Program and Provide Recommendations and/or Direction on any Changes to Rules and Procedures as well as the Ancillary Documents.

Attachments: [Adopt-A-Trail Program Description](#)
[Adopt-A-Trail Program Volunteer Application](#)
[Adopt-A-Trail Program Rules and Procedures](#)
[Adopt-A-Trail Safety Requirements](#)
[Adopt-A-Trail Activity Reporting Form](#)
[City Trails Map](#)

COMMISSION MEMBER ANNOUNCEMENTS

Commission Member Announcements is the opportunity for Commissioners to provide miscellaneous reports and announcements.

COUNCIL MEMBER REQUESTS TO ADD OR WITHDRAW ITEMS TO FUTURE AGENDAS

ADJOURNMENT



CITY OF MURRIETA

Parks and Recreation Commission

Meeting Agenda Report

9/5/2024
Agenda Item No. 1.

Subject:
Minutes

**CITY OF MURRIETA
Council Chambers
1 Town Square
Murrieta 92562**



**Tuesday, June 11, 2024
Parks and Recreation
Commission
6:00 PM**

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**Chris Collopy
Chair**

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Commissioner**

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6:00 PM SPECIAL MEETING**CALL TO ORDER**

The meeting was called to order by Chair Collopy.

ROLL CALL

Present Chairperson Christopher Collopy, Commissioner Robin Gilliland, Commissioner John Hunneman, and Commissioner Carmella Wood

Absent Vice Chair Paul Parker

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Hunneman.

APPROVAL OF AGENDA

Action: It was moved by Commissioner Hunneman, seconded by Commissioner Wood to approve the Agenda for June 11, 2024. The motion carried by the following vote:

Ayes: Chairperson Collopy, Commissioner Gilliland, Commissioner Hunneman, and Commissioner Wood

Noes: None

Absent: Vice Chair Parker

ADMINISTRATIVE UPDATE

- Office Assistant II Roseann Otis provided an update on the Military Banner program. There were no questions from the Commission.
- Parks and Community Services Manager, Lea Kolek, introduced new Recreation Coordinator Ashley Velardes who gave an update on summer camp.
 - * Commissioner Hunneman asked about transportation to field trips. Youth Center staff walk with the children to nearby locations.
 - * Chair Collopy asked about program costs. The cost is \$160 per week with a discounted rate of \$140 per additional child per family.
- Recreation Supervisor Victor Patino gave an update on the aquatics program. The City will be utilizing the pool at Vista Murrieta High School from June 10, 2024 to August 10, 2024 at full capacity. From August 10, 2024 to September 28, 2024 the pool will be available only on Saturdays for public swim.
 - * Commissioner Gilliland asked if swim class reservations were mostly Murrieta residents. Staff replied that a third party vendor is currently accepting registrations. Analytics to be provided at a later date.
 - * Commissioner Hunneman asked if staff has received community feedback regarding the pool being closed at Cal Oaks Sports Park. Staff replied that the public has not reached out to staff much about the Cal Oaks Sports Park pool closure.

PUBLIC COMMENTS (NON-AGENDA)

None

CONSENT CALENDAR - APPROVAL OF ITEMS 1 – 3

Action: It was moved by Commissioner Hunneman, seconded by Commissioner Gilliland to approve Consent Calendar Item Nos. 1-3. The motion carried by the following vote:

Ayes: Chairperson Collopy, Commissioner Gilliland, Commissioner Hunneman, and Commissioner Wood

Noes: None

Absent: Vice Chair Parker

1. Minutes

Recommended Action:

Approve the minutes of the May 2, 2024 Parks and Recreation Regular Meeting.

2. Parks, Projects, and Maintenance Report

Recommended Action:

Receive and File

3. Recreation Activities and Events Report

Recommended Action:

Receive and File

PULLED CONSENT CALENDAR ITEMS

None

DISCUSSION**4. Pickleball Court CIP Project**

Senior Program Manager Brian Crawford provided a staff report and PowerPoint presentation. Council dedicated \$400,000 of American Rescue Plan Act (ARPA) funding to the pickleball project. Funds need to be expended or allocated by December 31, 2024.

Commissioner Hunneman asked about benches inside courts being liability, exploring use of high school courts, configuration of courts at B St station and possibility of adding courts to Pioneer Park. Staff replied that the design will likely not have benches inside the playing area.

Commissioner Gillian asked about building multiple courts at one location versus spreading courts throughout the city. Staff is working with the designer on best locations and will confirm with council.

Chair Collopy asked about research on data for tennis courts and community feedback. Staff replied that the department has conducted surveys and one informal public meeting.

Public Comments:

Bill Reha: Spoke in favor of additional pickleball courts.

Tyler Corse: Spoke in opposition of converting tennis courts to pickleball courts.

Kathy Lewis: Spoke in favor of pickleball courts.

Gregg Ross: Spoke in favor of pickleball courts.

Dan Horrocks: Spoke in favor of pickleball courts.

Cynthis Balich: Spoke in opposition of pickleball courts.

Bryan Russell: Spoke in favor of pickleball courts.

COMMISSION MEMBER ANNOUNCEMENTS

Commissioner Gilliland commented on how well the Memorial Day Ceremony went and is looking forward to attending more City events.

Commissioner Hunneman commented about beverage charges at Newman Hospitality concerts. Staff stated they will look into this concern.

Chair Collopy asked when the Parks Naming Policy will go before council, about name tags for commissioners, and the process for adding items to future agendas. Staff commented the goal was to place the Park Naming Policy on the July 2, 2024 agenda with a fall back date of August 20, 2024 after the Council's summer recess.

ADJOURNMENT

7:15 p.m.



CITY OF MURRIETA

Parks and Recreation Commission

Meeting Agenda Report

9/5/2024
Agenda Item No. 2.

TO: HONORABLE CHAIR AND COMMISSIONERS OF THE PARKS AND RECREATION
COMMISSION

FROM: Lea Kolek, Parks and Community Service Manager

PREPARED BY: Roseann Otis, Office Assistant II - Parks & Recreation

SUBJECT: Recreation, Activities and Events Report

RECOMMENDATION

Receive and File.

PRIOR ACTION/VOTE

None.

CITY COUNCIL GOAL

Coordinate and deliver responsive, effective community services.

BACKGROUND

Upcoming Events

Event	Date
September 11 Tribute Ceremony	September 11
Murrieta Rod Run	October 11-12
Susan G Komen More Than Pink Walk	October 13
Rocktober Fest (NHG)	October 19-20
Dark in the Park / Trunk or Treat	October 25
Field of Honor	November 9-16
Veterans Day Parade	November 11
Santa Stops	December 2-5 and 9-12
Donuts with Santa	December 7
Festival of Trees	December 7

Special Events

- Four Concerts in the Park were held each Saturday in the month of July at Town Square Park and Amphitheater from 7:00 p.m. to 9:00 p.m.
 - ✓ July 6: Brothers Igniting a Groove
 - ✓ July 13: Cheez Whiz
 - ✓ July 20: Echoes of Cadence
 - ✓ July 27: Stevie Nicks Illusion.

All concerts were well attended. There were two food vendors at each concert as well as a CSD booth with prizes and a spinning wheel.

- On Saturday August 3, Murrieta CSD hosted its first Splash Bash at Town Square Park. Guests were charged \$1 per child. Children that were preregistered received a free kids Kona Ice frozen treat! This event was held in place of Movies in the Park. There were about 200 kids plus their parents at the event and although it was very hot (approximately 105 degrees), everyone had a fun time!

Recreation - Special Events

- With July being Parks and Recreation month, this year Murrieta CSD held eight different Pop-Up Parks throughout the City. Staff provided different themes, activities, and treats for the kids in the community. Some of the themes were: Bug Bash, rock painting, chalk art, picnic in the park, and sports. All the events were well received. We are looking to do this again next year, with a few changes, location being one of them.

Senior Center

- On Tuesday, July 3, the Senior Center celebrated a fun afternoon with holiday trivia, prizes, and a special treat from Kona Ice.
- Feeding America comes to the Senior Center on the fourth Tuesday of each month. The average participation is 280 that come to pick up a box of commodities.
- On Wednesday, July 31, Optum hosted a free trivia day. They sponsored the prizes and treats.
- On August 1 and August 15, legal aid came to assist seniors with free legal assistance. The aid helps out mostly with wills and trust.
- On Thursday, August 15, the Riverside County Office on Aging provided valuable information to the seniors.
- On Wednesday, August 28, the Senior Center held its annual summertime BBQ. The theme this year was a western hoe-down. The sponsors for the event were Murrieta Valley Funeral Home who grilled hamburgers and hotdogs, and Murrieta Rotary Club who provided ice-cream. There was also country entertainment and prizes. Sixty seniors enjoyed the event.

Alternative Recreation Program

- The Alternative Recreation Program (ARP) had two events in July. On July 12, thirty-six (36) participants enjoyed a "Wonderland Tea Party." The participants made wood pocket watches and small Madd Hatter hats. Crafts were provided by the library through a grant they received. The DJ played music, and the participants danced. Snacks and drinks were provided.
- On July 26, thirty-six (36) participants took part in a "Galactic Glow Party." Most of the lights were turned off to see the Galactic stars that filled the room. Participants were given glow in the dark wands. The participants made galaxy jars and glow in the dark constellations. Snacks and drinks were provided.

- On August 9, forty-five (45) participants attended a “Tropical Bash” event where, they played limbo and made jellyfish. They were also given flower bird feeders to paint, which they could paint at the event or take home. Music was played and the participants danced. Snacks and drinks were provided.

Youth Summer Camps

- The youth summer camps were a complete success, running for 9 weeks from 8:00 a.m. to 4:00 p.m. for children ages 5-12. The fee was \$160 per child. The camps averaged 50 participants each week.
 - Theme weeks
 - Week 1: Sports
 - Week 2: Wild West
 - Week 3: Fun in the Sun
 - Week 4: Shark
 - Week 5: Red, White, and Blue (BBQ)
 - Week 6: Movie
 - Week 7: Pirate
 - Week 8: Under the Sea
 - Week 9: Space

Camps Analytics	
Ages	Summer 2024
5-6	148
7-8	154
9-10	80
11-12	61
TOTAL	443

Murrieta Youth Center

- 2024/2025 Registration for the school year is open and currently has 197 enrolled. The Youth Center is averaging 100 members check in per day.
- 2024/2025 Fees are \$31.29 for the school year.
- The Youth Center is currently hosting eight successful clubs and planning for Fall 2024 is being finalized.
- Hours of operation have been expanded during the 2024/2025 school year from 7:00 a.m. to 9:00 a.m. to include before school programming (included with 2024/2025 registration).

Youth Advisory Committee

- The Youth Advisory Committee has opened recruitment and currently has six applications pending. The committee includes two former Jr. Staff members: President Nick Trinh and Vice-President Evan Martinez. Interviews for all applicants will be conducted in the coming weeks. Once the committee is finalized, YAC will start planning their events for the year.

Recreation Classes

- **July** - 646 participants attend classes.
- **August** - 639 participants registered so far.

Adult Sports

- Currently on hold, until new officials are found. Looking for alternative solutions

Allocations

- The 2024 Fall Allocation Summary Report, covering the period from August 1 to December 31, 2024, has been finalized. The City Council approved the updated Field Use and Allocation Policy on August 20, 2024.

California Oaks Sports Park Pool

- The Cal Oaks Sports Park pool is currently closed to the public

Vista Murrieta High School Pool

- The 2024 Summer aquatics season at Vista Murrieta High School concluded on August 10, following its start on June 10, however, from August 17 to September 28, 2024, the pool will remain open in limited capacity on Saturdays only, offering Public Swim and Lap Swim from 12:00 p.m. to 4:00 p.m.
- Lifeguard services and WSI swimming lessons are provided by our contracted vendor, Swan Aquatics.
- During the regular season, the pool operated on Mondays, Wednesdays, Saturdays, and Sundays, providing a variety of recreational activities such as Lap Swim, Water Exercise, Swimming Lessons, and Public Swim. Admission rates ranged from \$1 to \$5 for daily entry, with punch passes available at \$20 for residents and \$40 for non-residents.

* For reference, the 2022 analytics for Cal Oaks Sports Park Pool, are for operating hours from 6:30AM to 9:00 PM, six days a week, with the pool closed on Mondays.

Aquatics Analytics		
Activity	2022 Cal Oaks	2024 Vista
Lap swim - daily	358	125
Lap swim - passes sold	51	22
Public swim - daily	2,577	1,000
Public swim - passes sold	71	19
Senior swim	0	0
Swim lesson registration	249	432
Water exercise - daily	668	236
Water exercise - passes sold	73	9
TOTAL FOR MONTH	4,047	1,843

Skate Park

The Skate Park is open with no staff on-site supervising activities. Users are encouraged to follow the posted skate park rules and to proceed at their own risk. No complaints received since staff stopped supervising the facility.

FISCAL IMPACT

None

ATTACHMENTS

1. Recreation, Activities and Events Report Pictures
2. Veterans Day Parade Flyer
3. Field Use and Allocation Policy - Final copy approved by Council on August 20, 2024
4. Fall 2024 Field Use Summary Report
5. Park and Facilities Naming Policy - Final copy approved by Council on August 20, 2024
6. Park Ranger Report June - July 2024

SUMMER CAMP



AQUATICS



SENIOR CENTER BBQ





MURRIETA

SOUTHERN CALIFORNIA

22ND ANNUAL

Veterans Day Parade

MONDAY, NOVEMBER 11, 2024



STEP OFF IS AT 10:00 AM



PARADE BEGINS ON WASHINGTON AVENUE AND IVY STREET

PARADE ENDS AT TOWN SQUARE PARK WITH THE FIELD OF HONOR

To register an entry in the parade,
<https://tinyurl.com/VeteransDayParade24>

Please contact the Murrieta Community Services Department with questions at
(951) 304-PARK (7275) or visit www.MurrietaCA.gov/events.

CITY OF MURRIETA

COMMUNITY SERVICES DEPARTMENT

Field Use and Allocation Policy



1. **DEFINITIONS**

- a. **Advancement Program** – Athletic programs that go beyond local recreation and competitive or travel ball formats. These programs have athletes move on to regional, state, or national programs with which the league may be affiliated.
- b. **Camps** – Camps are for athletes and/or coaches who want to develop their athletic skills. Outstanding instruction, skill development and intense competition prepare the athlete and/or coach for future athlete competition.
- c. **City** – The City of Murrieta
- d. **City Sponsored Activity** – Any program, either youth or adult, offered by the City to the public. This includes, but is not limited to, adult softball and soccer, youth recreational classes, camps, and special events.
- e. **Competitive or Travel Youth Groups** – A competitive or travel youth group is one where registration for a specific team or group is based upon competitive tryouts and registration is limited to a specific number of players or teams.
- f. **District** – Murrieta Valley Unified School District
- g. **District Sponsored Activity** – Any program offered by the District for educational purposes or for recreational activities.
- h. **Games** – Organized, competitive events typically involving two teams within the same league and same division.
- i. **Good Standing** – An organization that has complied with all explicit obligations for a given season such as the timely submission of insurance, deposits, fees, rosters, and other field use requirements.
- j. **Inter-League Play** – Games organized by one league division (e.g. Murrieta U16), with teams of another league (e.g. Temecula U16) in which each division plays against the same division from each other's league.
- k. **League** – Leagues are organizations that consist of a minimum of four (4) teams or four (4) or more separate divisions.
- l. **League Representative** – An individual designated by the League with authority to act and make decisions on behalf of the League.
- m. **Non-Resident League or Organization** – A “non-resident” league or organization is one in which the resident participation does not meet at least eighty percent (80%) and/or the governing board does not consist of at least eighty percent (80%) Murrieta residents.
- n. **Resident League or Organization** – A “resident” league or organization is one in which the resident participation in the league or organization is at least eighty percent (80%) and the governing board consists of at least eighty percent (80%) Murrieta residents.
- o. **Recreational Youth Group** – A recreational youth group is one that has open registration to all



City residents. All participants are allowed to play and participate in organized play and practice and are not restricted by ability or skill level. Teams are typically formed in a manner that will allow for the creation of balanced teams and have a minimum play rule for all registered individuals. Each organization must be recognized as a 501(c)(3) Non-Profit group with a unique 501(c)(3) tax ID specific to the local chapter. All groups must show nonprofit status to be considered a Recreational Youth Group. Recreation leagues that have a competitive or travel program within their organization may designate up to twenty percent (20%) of the league's total teams as competitive or travel. Recreational teams must make up at least eighty percent (80%) of the league. Any league failing to have eighty percent (80%) of its teams playing in a recreational division will be re-classified to a Competitive or Travel Youth Group.

p. **Sublease** – The use of facilities by a second entity during dates or times allocated to the original requestor without proper notification to the City.

q. **Tournament** – A series of games or contests that make up a single unit of competition outside the regular season of play, or an invitational event.

r. **Training or Conditioning** – The action or organized process of teaching a group of individuals a particular skill; preparing athletes for the demands of a particular sport.

2. ORDER OF PRIORITY FOR FIELD ALLOCATIONS

As part of the Joint Use Agreement (Agreement) between the City and the District, the schools designated in the Agreement become "parks" after 4:00 p.m. and on weekends, and the City has priority in use and scheduling, barring any after-school District activities. Accordingly, to help balance demand and ensure fair access with an emphasis toward the community's youth, the order of priority for field allocations is as follows:

- a. City
- b. District
- c. Resident Recreational Youth Groups
- d. Resident Competitive or Travel Youth Groups
- e. Resident Adult Groups Non-Resident Youth Groups
- f. Non-Resident Adult Groups

Field allocations will be made proportionately based on league registration and the number of fields available. For purposes of example only, if Soccer League A has 750 participants registered, Soccer League B has 250 participants registered, and there are 20 soccer fields available, League A will be assigned 15 fields and League B will be assigned five (5) fields. Typically, field allocations are spread across the City to allow each league to have playing/practice fields close to everyone.

3. LEAGUE FORMATION

a. Any group looking to start a new league utilizing City-allocated facilities will be considered a Non-Resident Organization for its first season of play when the City is allocating fields. After the first season's official rosters have been received, City staff will apply appropriate field use fees based on the organization's classification as stated in Section 2, above.

b. Due to the limited availability of facilities, the City will recognize a maximum of two (2) similar organizations in any sport. Requests for leagues of a particular sport that do not currently exist in the City will be permitted based on facility availability without impacting current Resident Recreational Organizations.

4. BI-ANNUAL FIELD ALLOCATION MEETINGS



Twice each year, the City will hold field allocation meetings. At these meetings, vital field information will be reviewed, and any field closures will be announced. To be invited to either of the field meetings, a league or organization must be a Resident League or Organization, as stated above. Once a Resident League or Organization has met this requirement, it will be eligible to attend all fields meetings provided it (a) continues to meet all eligibility requirements, (b) that it owes no outstanding payments to the City, and (c) that all forms from the prior season have been submitted to the City (where applicable). Any new league or organization wishing to be considered a Resident League or Organization must submit a copy of its current list of registered players to the City at least one (1) week prior to the scheduled meeting. Staff will verify residency and, if all requirements are met, the league or organization will be eligible to attend the next scheduled fields meeting. Fields meetings are typically scheduled for the second week in January and July.

5. **REQUIRED INFORMATION AND FORMS**

a. **Insurance** – Any league or organization requesting use of City or District fields and facilities must provide the City with a copy of its insurance naming the City and the District as additional insureds. Insurance policies are to have, at a minimum, general liability coverage of \$1,000,000 and must be received and approved by the City before any use takes place. Staff cannot confirm reservations until the City receives proof of all required insurance policies.

b. **Refundable Deposit** - A \$100 deposit for each City or District field or facility is required. Leagues or organizations must submit a deposit to the City before any use takes place and before staff can confirm facilities.

At the end of the playing season, the City will refund the funds received for the general field deposits, provided that the group utilizing the requested facilities has not caused damage to the facilities, as determined by the City. If there has been damage, City, or its contractor, will repair any such damage and subtract the costs from the deposit; staff will refund any remaining portion to the respective league or organization. The group will be responsible for the cost of any damage to the facility which exceeds the amount of the deposit. In addition, staff will subtract any outstanding fees owed to the City from the deposits and will then return the remaining sum, if any, to the league or organization.

Deposits for leagues in good standing can be reduced to \$500 per season or remain at \$100/field, whichever is less, at the discretion of the Field Allocation Supervisor.

c. **Rosters and Fees**

(1) **Rosters** - Before the first game, all Leagues and Organizations must submit to the City rosters for each individual team or cheerleading squad playing on either City or District facilities. The rosters must indicate the name and address of each participant. Staff will verify Resident/Non-Resident status. Non-Residents are those individuals who:

- Live outside the limits of the City such as La Cresta or other unincorporated Riverside County areas;
- Have a P.O. Box as an address; or
- Provide no address;

If there are any questions regarding an individual's status, please contact the City and a staff member can help in making a determination.

For each Non-Resident, staff will assess a fee of \$10. All Non-Residency fees are due once staff determines the total cost.



(2) **Field Use Fees** – All Leagues and Organizations will be charged field use and/or team fees for each team in their league. Current fees are referenced in the City's Fee Schedule, which is incorporated into this Policy by reference. A copy of the current Fee Schedule will be provided to each League's representative prior to the season. The Fee Schedule is also available on the City's website: www.MurrietaCA.gov.

(3) **Residency Rate Allowance/Credit**

- Organizations that have their own facilities that they pay for and maintain within the City (i.e., Non-City or District facilities) will be granted a one percent (1%) residency rate allowance up to a maximum allowance of five percent (5%).
- Organizations that offer an accredited and nationally recognized advancement program that continues beyond mere recreation and competitive travel ball will be granted a three percent (3%) residency rate allowance.
- Residency rate allowances have a total cap of five percent (5%).

d. **Playing Schedules** - The leagues and organizations must submit (for both City **and** District facilities) to the City copies of both practice and game schedules at least one (1) week before each respective start date. By submitting game and practice schedules ahead of time, the City can determine the schedules for mowing, trimming, fertilizing, stocking restrooms, etc. This will also enable the City to staff the parks and facilities accordingly.

City staff requests that each league or organization notify the City prior to any change to the playing schedule. League and organization representatives should understand that last minute changes are difficult to arrange and confirm; however, when sudden changes do arise, staff will make every effort to accommodate the situation.

e. **Practices** - Team practice times will be allotted a maximum of two (2) hours per team per athletic field reservation.

6. **FIELD USE AND OTHER FEES**

a. **Light Fees** - The City shall grant each league with two access accounts for the control link website to schedule lights. Should leagues require field or court lighting for sites without remote access the league's representative will need to submit a schedule to the City listing the days and times needed. Please submit this request at least one week before the first date requested. All light usage will be billed to the league by staff based on the currently approved fees. Again, current fees are referenced in the City's Fee Schedule, which is incorporated into this Policy by reference. A copy of the current Fee Schedule will be provided to each League's representative prior to the season. The Fee Schedule is also available on the City's website: www.MurrietaCA.gov.

All official rosters are due by the first game. If rosters are not received by the second week of play, lights will not be turned on until they are received. Once games begin, any field/court with lights will be considered game facilities first until 10:00 p.m. on Monday through Saturday evenings. Any league or organization assigned a field with lights and not using the lights for scheduled games shall notify the City, when possible, so that another league or organization may have the opportunity to schedule games as needed. If no league or organization needs that field for games, then practices will be permitted on fields with lights. For purposes of fields with lighting, Resident League or Organization practices or games have priority over Non-Resident games.

b. **Tournaments** - Any league desiring to host tournaments outside of league play must submit a request and will be required to pay tournament fees. This is the only time in which two Non-Resident teams may



play against each other on a City field. Tournaments will only be approved based upon availability of fields. Tournament requests must be made at least thirty (30) days and not more than one (1) year in advance. The City will take into consideration typical season dates when requests are received by outside organizations.

Any tournament taking place during times reserved for recreational use must submit a reservation request and appropriate fee(s) will apply. Recreational league practices/games have priority over tournaments.

Please submit requests for tournament practices and games as soon as they become available to your league or organization. This will ensure that staff handles everything as accurately as possible for continuous play.

c. **Field Use in General** – Athletic play must take place on the appropriate field, court, pitch, or area to maintain consistency in maintenance. If a particular field does not exist for a sport or should a league wish to use a field that is atypical of that sport on a one-time basis (e.g. tournament play), it shall be at the discretion of the Field Allocation Supervisor to designate a field for play.

Organized activities such as (but not limited to) practices, games, clinics, trainings, try-outs, fitness groups, boot camps, and classes are by permit only. Whether activities are for-profit or not, groups must acquire a field permit to host activities on a City allocated field. This includes local businesses, travel ball teams, and educational groups.

7. FIELD PREP AND MAINTENANCE

League and organization representatives must immediately contact and make the City aware of any situation that might be a liability for participants. Presently, the City waters and drags each baseball and softball field twice a week, at no cost to the leagues or organizations.

a. **Field Painting** - All field paint must be water-based, and a Material Safety Data Sheet must be on file with City. Any mixing, filling, or rinsing of paint must be done away from streams, creeks, and gutters, or should only be done on Decomposed Granite paths on a tarp or other containment device. Wastewater must be disposed of properly and not allowed to flow down gutters, streams, or creeks. For any additional questions, or should there be a need to know a particular maintenance or mow schedule at a park, please call the Maintenance Division at (951) 461-6124.

b. **Prep** - Leagues and organizations may prep and chalk their own baseball and softball fields, provided the City receives written notification outlining the scope of work each league or organization intends to perform. Prep work on baseball and softball fields includes permitting leagues to bring their own equipment and material in order to rake or hand drag uneven areas as well as to chalk foul lines, coaches' boxes, on-deck circles, and pitching circles. Notice must be provided to staff at least two (2) weeks in advance on the request to use any motorized vehicle for field maintenance or game day prep. A schedule detailing dates and times for such activity must be submitted and subsequently approved by staff before leagues can perform the maintenance for field prep. The City's Maintenance Department will review requests from leagues and organizations to water the fields on an as-needed basis. Such requests must be in writing, listing the dates required.

Using chalk on turf areas is prohibited as it has a tendency to burn and destroy the turf. Staff will deduct any such damage from the refundable deposits.

If another league or organization has a field reserved immediately following any other league or organization, the first league or organization must keep the field prep uniform enough so that both leagues or organizations may use that field.

8. CONCESSIONS, CONCESSION STAND USE, AND HEALTH DEPARTMENT GUIDELINES



Every organization will have the ability to vend or to host a snack bar each season to serve as a fundraising opportunity, as long as the City requirements are met. All leagues and organizations must inform the City, in writing, of their intent to sell food or beverages at any site owned or maintained by the City before any such sales commence.

a. If an organization is requesting to host a snack bar at a facility where there is an on-site concession building, the following requirements must be met:

(1) The organization must first acquire a temporary health permit from the Riverside County Health Department. City staff will provide a letter to the requesting organization, which grants permission to said organization to seek a health permit for the facility in question.

Riverside County Health Department
Murrieta Health Office
38740 Sky Canyon Drive, Building 8
Murrieta, CA 92562
Telephone: (951) 461-0284

(2) The organization must verify that its insurance will cover their usage of the snack bar and related activities. It is the sole responsibility of the organization to verify this information and provide proof of the same to the City prior to any sales of food or beverages.

(3) A signed copy of the City's waiver, releasing the City from liability, must be returned to the City prior to any food or beverage sales.

(4) The organization must provide the City staff with a copy of their City of Murrieta Business License number and Seller's Permit.

(5) The City will issue a key to the concession stand to the assigned league or organization. At no time should anything be permanently affixed to the walls of the concession stand without prior written approval from the City.

(6) All leagues and organizations assigned the use of a concession stand will be billed for the actual amount of electricity used. Invoices will coincide with the facility electric bill and will be based on kilowatt hours used.

(7) If awarded use of an on-site concession building, the requesting organization may not seek any additional food vendors to serve as a fundraising opportunity unless said organization is hosting a special event. Additional documentation is then needed, the details of which can be found on the application for reserving athletic fields.

(8) All leagues and organizations must clean and maintain the concession stand on a regular basis to ensure that its Health Department permit remains in good standing. The guidelines for maintaining food preparation facilities can be found on the Riverside County's Department of Environmental Health website at www.rivcoeh.org.

b. If there are two (2) competing organizations present at a facility requesting use of an on-site, City-maintained concession building, City staff will grant permission to each league to the best of the City's ability; however, concession buildings may not be suitable for two (2) competing organizations to operate out of during the same season due to equipment and building layouts. The competing organizations would split the concession building use with each organization occupying the concession stand for a season at a time. For



example, Organization A operates the snack bar during the spring season and Organization B operates the snack bar during the fall season. During the season that an organization does not have access to the concession building, the organization will be permitted to set-up a temporary snack bar on-site in a City approved location during game activities.

c. If an organization is requesting to host a snack bar at a facility where there is not an on-site concession building, the following requirements need to be met:

(1) The organization will need to acquire a temporary health permit, even for vending pre-packaged items, from the Riverside County Health Department. City staff will provide a letter to the requesting organization granting permission to said organization to seek a health permit for the facility in question.

(2) There are two options:

i. The organization will be able to seek one (1) food vendor to serve as its snack bar for the entire season. If the organization is using an outside food vendor, it forfeits the opportunity for an additional snack bar that is hosted by the organization.

ii. The organization would be permitted to run a more limited concession area (outside of a permanent structure) providing all Health Department guidelines are met.

(3) The organization will need to verify that its insurance will cover its usage of the snack bar activities, and it is the sole responsibility of the organization to verify this information. If the requesting organization is using an outside food vendor, the requesting organization must provide City staff with the food vendor's insurance that meets the City's requirements and a release agreement from the food vendor.

(4) A copy of the City's waiver, releasing the City of Murrieta from liability, must be signed by authorized representatives of the organization and returned to the City prior to any food or beverage sales.

(5) The organization must provide City staff with a copy of its Murrieta Business License number and Seller's Permit. If the requesting organization is using an outside food vendor, then the requesting organization will need to provide City staff with a copy of the food vendor's City of Murrieta Business License number and Seller's permit.

(6) The organization may only set-up a temporary snack-bar in a City approved location. Failure to set up the snack bar in an approved location shall forfeit the league's ability to host a snack bar for the remainder of the season.

c. Electricity for temporary snack bars must be provided by the requesting organization. Any equipment that will be brought on-site must be approved by City staff before final permission for said use is granted.

9. MISCELLANEOUS INFORMATION

a. League and organization representatives must make their league or organization, and all those associated with their league or organization, aware of the rules, regulations, and guidelines that are listed on the back of the Athletic Field Reservation Request form.

b. Keep in mind that the parks, and the facilities within the parks, are designed for everyone's enjoyment. Please ensure that the next user finds the area in good condition.

c. For the City to maintain the fields in the best possible condition, please rotate the more



commonly used areas during practices.

d. Fields may be closed at the discretion of the City or the District in the event of unforeseen maintenance situations or excessive rain. Staff will provide notification to league or organization representatives as soon as possible. For the latest on field conditions, please check the Field Condition landing page on the City's website at www.murrietaca.gov/502/field-conditions or call the Rainout Hotline at (951) 461-6101.

e. Please submit restroom requests for specific opening and closing times for tournaments, practices, and games as soon as they become available to your organization. This will ensure that staff handles everything as accurately as possible for continuous play.

f. Every attempt is made by City staff to open restrooms at Mapleton Park and Alta Murrieta Sports Park by 8:00 a.m., at Los Alamos Hills Sports Park, California Oaks Sports Park and Copper Canyon Park by 7:00 a.m., and at Mira Mosa Park by 8:30 a.m. on weekends.

Location	Alta Murrieta Sports Park									
Field	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Alta Snack Bar										
Baseball Field	MVPB	08.17.24	12.14.24	8a-10p	4-10p	4-10p	4-10p	4-10p	4-10p	8a-10p
	Notes:									
Football Field	MP2P	8.15.24	12.15.24		X	4-Dusk	X	4-Dusk		
	MVPW	8.1.24	11.30.24		4-Dusk	X	4-Dusk	X		
	Notes:									

Location	California Oaks Sports Park									
Field	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Ball Field #1	CITY					4-10:30p	4-10:30p	4-10:30p	4-10:30pm	
	MVGSA	8.9.24	12.31.24	8a-10p	4-10p					8a-10p
	Notes:									
Ball Field #2	MVGSA	8.9.24	12.31.24	8a-10p	4-10p	4-10p	4-10p	4-10p	4-10p	8a-10p
Ball Field #3	MVGSA	8.9.24	12.31.24	8a-10p	4-Dusk	4-Dusk	4-Dusk	4-Dusk	4-Dusk	8a-Dusk
	Notes:									
Ball Field #4	MVGSA	8.9.24	12.31.24	8a-10p	4-Dusk	4-6:30p	4-6:30p	4-6:30p	4-Dusk	8a-Dusk
	Notes:									
Ball Field #5	MVGSA	8.9.24	12.31.24	8a-10p	4-Dusk	4-6:30p	4-6:30p	4-6:30p	4-Dusk	8a-Dusk
	Notes:									
Soccer Field	MYSL	8.24.24	11.9.24		4-Dusk	4-Dusk	4-Dusk	4-Dusk	4-Dusk	X
Basketball Court										
	Notes:									

Location	Copper Canyon Park									
Field	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Ball Field #1	MVPB	8.17.24	12.14.24		4-Dusk	4-Dusk	4-Dusk	4-Dusk	4-Dusk	8a-Dusk
	Notes:									
Ball Field #2	MVPB	8.17.24	12.14.24		4-Dusk	4-Dusk	4-Dusk	4-Dusk	4-Dusk	8a-Dusk
	Notes:									
Upper Soccer Field	MYSL	8.24.24	11.9.24		4-Dusk	4-Dusk	4-Dusk	4-Dusk	4-Dusk	
	Notes:									
Lower Soccer Field	MYSL	8.24.24	11.9.24		4-Dusk	4-Dusk	4-Dusk	4-Dusk	4-Dusk	
	Notes:									

Location	GLEN ARBOR PARK									
Field	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Open Turf	AYSO	8.5.24	12.20.24		4-Dusk	4-Dusk	4-Dusk	4-Dusk	4-Dusk	
	Notes:									
Location	LOS ALAMOS HILLS SPORTS PARK									
Field	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Baseball Snack Bar										
Ball Field #4	MNLL	8.17.24	12.17.24	8am-12p	4-10p	X	4-10p	X	7:30p-10p	3-10p
	MVPB	8.17.24	12.14.24	12p-Dusk	X	4-10p	X	4-10p	4-7p	8a-3p
	Notes:									
Ball Field #1	MNLL	8.17.24	12.17.24	8a-10p	4-10p	X	4-10p	X	4-10p	8a-10p
	MVPB	8.17.24	12.14.24	X	X	4-10p	X	4-10p	X	X
	Notes:									
Ball Field #2	MNLL	8.17.24	12.17.24	X	4-10p	X	4-10p	X	4-10p	8a-10p
	MVPB	8.17.24	12.14.24	8a-10p	X	4-10p	X	4-10p	X	X
	Notes:									
Ball Field #3	MNLL	8.17.24	12.17.24	8a-10p	4-10p	4-10p	4-10p	4-10p	4-10p	8a-10p
	Notes:									
Football Snack Bar										
Football Field #1										
	MP2P	8.15.24	12.15.24	8a-10p	X	X	X	X	4-10p	X
	MVPW	8.1.24	11.30.24	X	4-10p	4-10p	4-10p	4-10p	X	8a-10p
Football Field #2	Notes:									
	MP2P	8.15.24	12.15.24	8a-10p	4-7p	X	4-7p	X	4-10p	X
	MVPW	8.1.24	11.30.24	X	7-10p	4-10p	7-10p	4-10p	X	8a-10p
Football Field #3	Notes:									
	MP2P	8.15.24	12.15.24	8a-10p	4-10p	X	4-10p	4-10p	4-10p	X
	MVPW	8.1.24	11.30.24	X	X	4-10p	X	X	X	8a-10p
Soccer Snack Bar	Notes:									

Soccer Field #1	MYSL	8.24.24	11.9.24	8a-3p	4-10p	4-10p	4-10p	4-10p	4-10p	8a-10p
Soccer Field #2	Notes:									
	MYSL	8.24.24	11.9.24	8a-3p	4-10p	4-10p	4-10p	4-10p	4-10p	8a-10p
	CITY			4-10p	X	X	X	X	X	X
Soccer Field #3	Notes:									
	MYSL	8.24.24	11.9.24	8a-3p	4-10p	4-10p	4-10p	4-10p	4-10p	8a-10p
				X	X	X	X	X	X	X
Soccer Field #4	Notes:									
	MYSL	8.24.24	11.9.24	8a-3p	4-10p	4-10p	4-10p	4-10p	4-10p	8a-10p
				X	X	X	X	X	X	X
Soccer Field #5	Notes:									
	MYSL	8.24.24	11.9.24	8a-3p	4-10p	4-10p	4-10p	4-10p	4-10p	8a-10p
	CITY			4-10p	X	X	X	X	X	X
Soccer Field #6	Notes:									
	MYSL	8.24.24	11.9.24	8a-3p	4-10p	4-10p	4-10p	4-10p	4-10p	8a-10p
	City			4-10p	X	X	X	X	X	X
	Notes:									

Location										
Field	MAPLETON PARK									
Ball Field	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	MVGSA	8.9.24	12.31.24	8a-Dusk	4-Dusk	4-Dusk	4-Dusk	4-Dusk	4-Dusk	8a-Dusk
Open Turf	Notes:									
	MYSL	8.24.24	11.9.24		4-Dusk	4-Dusk	4-Dusk	4- Dusk	4-Dusk	
	Notes:									
Location										
Field	MIRA MOSA PARK									
Open Turf	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	MYSL	8.24.24	11.9.24		4-Dusk	4-Dusk	4-Dusk	4-Dusk	4-Dusk	
	Notes:									
Ball Field	MVPB	8.17.24	12.14.24		4-Dusk	4-Dusk	4-Dusk	4-Dusk	4-Dusk	8a-Dusk
	Notes:									

Location										
Field	MOUNTAIN PRIDE PARK									
Lower Turf (closest to frwy)	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	MYSL	8.24.24	11.9.24		4-Dusk	4-Dusk	4-Dusk	4-Dusk	4-Dusk	
West Field	Notes:									
	MVGSA	8.9.24	12.31.24	8a-Dusk	4-Dusk	4-Dusk	4-Dusk	4-Dusk	4-Dusk	8a-Dusk
East Field	Notes:									
	MVGSA	8.9.24	12.31.24	8a-Dusk	4-Dusk	4-Dusk	4-Dusk	4-Dusk	4-Dusk	8a-Dusk
	Notes:									

Location										
Field	Rancho Acacia									
Ball Field	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	MVGSA	8.9.24	12.31.24	8a-Dusk	4-Dusk	4-Dusk	4-Dusk	4-Dusk	4-Dusk	8a-Dusk
Open Turf	Notes:									
	MYSL	8.24.24	11.9.24		4-Dusk	4-Dusk	4-Dusk	4-Dusk	4-Dusk	
	Notes:									

Location										
Field	SHADY MAPLE PARK									
Ball Field	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	MVGSA	8.9.24	12.31.24	8a-Dusk	4-Dusk	4-Dusk	4-Dusk	4-Dusk	4-Dusk	8a-Dusk
Open Turf	Notes:									
	MYSL	8.24.24	11.9.24		4-Dusk	4-Dusk	4-Dusk	4-Dusk	4-Dusk	
Location	Notes:									
Field	TORREY PINES PARK									
Ball Field	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	MVPB	08.17.24	12.14.24		4:30p-Dusk	X	4:30p-Dusk	X	4:30p-Dusk	
	MVGSA	8.9.24	12.31.24		X	4:30p-Dusk	X	4:30p-Dusk	X	
	Notes:									

Location										
Field	VALLEY VISTA PARK									
Open Turf	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	MYSL	8.24.24	11.9.24		4-Dusk	4-Dusk	4-Dusk	4-Dusk	4-Dusk	
	Notes:									

Location										
Field	VINTAGE RESERVE PARK									
Open Turf	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	MYSL	8.24.24	11.9.24		X	4-Dusk	X	4-Dusk	X	
	AYSO	8.5.24	12.20.24		4-Dusk	X	4-Dusk	X	4-Dusk	
	Notes:	AYSO and MYSL to work together in space during overlapping dates.								

Location	League	Start & End Dates	MeadowRidge	Firefighters	Carson	Whitewood	Sycamore Antiqua	Antiqua	Montafino	Rosewood
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Small Parks	MYSL	8.24.-11.9.24	X	4-Dusk	X	X	4-Dusk	4-Dusk	X	X
	AYSO	8.5-12.20.24	4-Dusk	X	4-Dusk	4-Dusk	X	X	4-Dusk	4-Dusk
	Notes:									
Location	ALTA MURRIETA ELEMENTARY SCHOOL									
Field	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
BALL FIELDS										
BASKETBALL COURTS										
	Notes:	Closed due to Construction								
Location	ANTELOPE HILLS ELEMENTARY SCHOOL									
Field	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Grass Area	MYSL	8.24.24	11.9.24		5-Dusk	5-Dusk	5-Dusk	5-Dusk	5-Dusk	
	Notes:									
Basketball Courts										
	Notes:									
Location	COLE CANYON ELEMENTARY SCHOOL									
Field	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Notes:									
Basketball Courts										
	Notes:									
Location	E. HALE CURRAN ELEMENTARY SCHOOL									
Field	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Inside of Track	MYSL	8.24.24	11.9.24		5-Dusk	5-Dusk	5-Dusk	5-Dusk	5-Dusk	
	MP2P	8.15.24	12.15.24		X	5-Dusk	X	5-Dusk	5-Dusk	
	MVPW	8.1.24	11.30.24		5-Dusk	X	5-Dusk	X	X	
	Notes:	MVPW/MP2P and MYSL to work together in space during overlapping dates								
Basketball Courts										
	Notes:									
Track										
	Notes:									
Location	MONTE VISTA ELEMENTARY SCHOOL									
Field	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Back Stop #1	MYSL	8.24.24	11.9.24		5-Dusk	5-Dusk	5-Dusk	5-Dusk	5-Dusk	8a-Dusk
	Notes:									
Back Stop #2										
	MYSL	8.24.24	11.9.24		5-Dusk	5-Dusk	5-Dusk	5-Dusk	5-Dusk	
	Notes:									
Basketball Courts										
	Notes:									
Location	MURRIETA ELEMENTARY SCHOOL									
Field	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Ball Fields										
	Notes:									
Open Turf										
	Notes:	Closed due to Construction								
Location	RAIL RANCH ELEMENTARY SCHOOL									
Field	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Upper Turf Area (Inside Track)	MVPB	08.17.24	12.14.24		5-Dusk	5-Dusk	X	5-Dusk	5-Dusk	X
	MP2P	8.15.24	12.15.24		X	5-Dusk	X	5-Dusk	5-Dusk	X
	MVPW	08.1.24	11.30.24		5-Dusk		5-Dusk	X	X	8a-Dusk
	Notes:	MVPW/MP2P and MYSL to work together in space during overlapping dates								
Side Turf Area	MYSL	8.24.24	11.9.24		5-Dusk	5-Dusk	5-Dusk	5-Dusk	5-Dusk	8a-Dusk
	Notes:									
Basketball Courts										
	Notes:									
Location	SHIVELA MIDDLE SCHOOL									
Field	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Track										
	Notes:									
Inside of Track Soccer/Football	MYSL	8.24.24	11.9.24		5-Dusk	X	5-Dusk	X	X	X
	AYSO	8.5.24	12.20.24		X	5-Dusk	X	5-Dusk	5-Dusk	X

Basketball Courts										
	Notes:									

Location	THOMPSON MIDDLE SCHOOL									
Field	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Field #1	MVGSA	8.9.24	12.31.24		5-Dusk	5-Dusk	5-Dusk	5-Dusk	5-Dusk	8a-Dusk
	Notes:									
Field #2 No Mound	MVGSA	8.9.24	12.31.24		5-Dusk	5-Dusk	5-Dusk	5-Dusk	5-Dusk	8a-Dusk
	Notes:									
Soccer/Football Fields	MYSL	8.24.24	11.9.24		5-Dusk	5-Dusk	5-Dusk	5-Dusk	5-Dusk	
	Notes:									
Basketball Courts										
	Notes:									

Location	TOVASHAL ELEMENTARY SCHOOL									
Field	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Soccer/Football Field	MYSL	8.24.24	11.9.24		5-Dusk	5-Dusk	5-Dusk	5-Dusk	5-Dusk	8a-Dusk
	Notes:									
Basketball Courts										
	Notes:									

Location	WARM SPRINGS MIDDLE SCHOOL									
Field	League	Start Date	End date	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
SW Ball Field #1	MVPB	8.17.24	12.14.24		5-Dusk	5-Dusk	5-Dusk	5-Dusk	X	X
	MNLL	8.17.24	12.17.24		X	X	X	X	5-Dusk	X
	AYSO	8.5.24	12.20.24		5-Dusk	5-Dusk	5-Dusk	5-Dusk	5-Dusk	8a-Dusk
	Notes:	Baseball lower division only for shareable field space with AYSO								
SE Ball Field #2	MVPB	8.17.24	12.14.24		5-Dusk	5-Dusk	5-Dusk	5-Dusk	X	X
	MNLL	8.17.24	12.17.24		X	X	X	X	5-Dusk	X
	AYSO	8.5.24	12.20.24		5-Dusk	5-Dusk	5-Dusk	5-Dusk	5-Dusk	8a-Dusk
	Notes:	Baseball lower division only for shareable field space with AYSO								
NW Ball Field #3	MVPB	8.17.24	12.14.24		5-Dusk	5-Dusk	5-Dusk	5-Dusk	X	X
	MNLL	8.17.24	12.17.24		X	X	X	X	5-Dusk	X
	AYSO	8.5.24	12.20.24		5-Dusk	5-Dusk	5-Dusk	5-Dusk	5-Dusk	8a-Dusk
	Notes:	Baseball lower division only for shareable field space with AYSO								
NE Ball Field #4	MVPB	8.17.24	12.14.24		5-Dusk	5-Dusk	5-Dusk	5-Dusk	X	X
	MNLL	8.17.24	12.17.24		X	X	X	X	5-Dusk	X
	AYSO	8.5.24	12.20.24		5-Dusk	5-Dusk	5-Dusk	5-Dusk	5-Dusk	X
	Notes:	Baseball lower division only for shareable field space with AYSO								
Track Infield	AYSO	8.5.24	12.20.24		5-Dusk	5-Dusk	5-Dusk	5-Dusk	5-Dusk	8a-Dusk
	Notes:									
Basketball Courts										

RESOLUTION NO. CSD 24 -282

A RESOLUTION OF THE COMMUNITY SERVICES DISTRICT BOARD OF THE MURRIETA COMMUNITY SERVICES DISTRICT, RESCINDING THE POLICY FOR NAMING PARK AND RECREATION FACILITIES RATIFIED ON APRIL 5, 1994, AND ADOPTING AN UPDATED POLICY FOR NAMING PARKS AND RECREATION FACILITIES

WHEREAS, on March 10, 1994, the Murrieta Parks and Recreation Commission (Commission), adopted a policy for naming park and recreation facilities; and

WHEREAS, on April 5, 1994, the Community Services District Board (Board) ratified the Commission resolution adopting a policy establishing procedures for the naming of park and facilities; and

WHEREAS, on January 26, 2023, the Commission obtained consensus in requesting that a discussion of the department's Park and Recreation Facilities Naming Policy (Policy) be brought as an item on the agenda at their next meeting; and

WHEREAS, on May 4, 2023, the Commission appointed Commissioners Hunneman and Collopy as Ad Hoc Committee Members to participate in the review of the department's Policy and return any recommendations or modifications back to the Board and staff; and

WHEREAS, on March 7, 2024, the Commission heard the Committee's recommended policy changes and unanimously recommended that staff present the updated Policy to the Board as proposed by the Park Naming Ad Hoc Committee.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMUNITY SERVICES DISTRICT BOARD OF THE MURRIETA COMMUNITY SERVICES DISTRICT AS FOLLOWS:

Section 1. That the recitals above are true and correct and incorporated herein by this reference.

Section 2. That the ratified 1994 Policy for naming park and recreation facilities is rescinded.

Section 3. That the amended Policy for naming park and recreation facilities approved and recommended by the Parks and Recreation Commission on March 7, 2024, as set forth in Exhibit "A", is adopted.

PASSED AND ADOPTED this 20th of August, 2024.

Lori Stone, President

ATTEST:

Cristal McDonald, Secretary

APPROVED AS TO FORM:

Tiffany Israel, General Counsel

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE)§
CITY OF MURRIETA)

I, Cristal McDonald, Secretary of the Murrieta Community Services District, do hereby certify that the foregoing Resolution No. CSD 24-282 was duly passed and adopted by the Board of Directors of the Murrieta Community Services District at the regular meeting thereof, held on the 20th day of August, 2024, and was signed by the President of the said District, and that the same was passed and adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Cristal McDonald, Secretary



MURRIETA COMMUNITY SERVICES DISTRICT

Naming Parks and Recreation Facilities

PURPOSE

To establish a uniform policy and procedure that identifies criteria for the naming of Parks and Recreation facilities.

POLICY

The Parks and Recreation Commission will be responsible for the selection of names for Parks and Recreation facilities. Once a name is selected, it will be forwarded to the City Council for ratification. Staff will be responsible for encouraging citizens and community organizations to suggest possible names that will then be forwarded to the Commission for consideration.

At a minimum, each park and community building will be designated with a name. Naming of specific areas within a park (Garden, swimming pool, lake, ball field, etc.) is acceptable, but should be kept to a minimum to avoid confusion. No park shall be given a name which may be perceived as controversial by the community. All names selected shall be acceptable and meaningful to the majority of neighborhood/community citizens, where the park or recreational facility is located.

Priority in naming sites may be given to geographical locations, a theme, historical significance and individuals or groups who have made a significant contribution to the incorporation and development of the City of Murrieta and the quality of life of the residents. No park shall be named for a person, except where an individual has made a significant financial contribution toward the acquisition and/or development of the park or facility or has been an outstanding long-time community leader who has supported open space and recreational activities.

No park or facility may be named for a living individual.

All Park and Recreational facilities will be designated a formal name within six months of acquisition or construction. All parks shall have an entrance sign. Buildings will have an entrance sign and a plaque inside the facility for name identification.

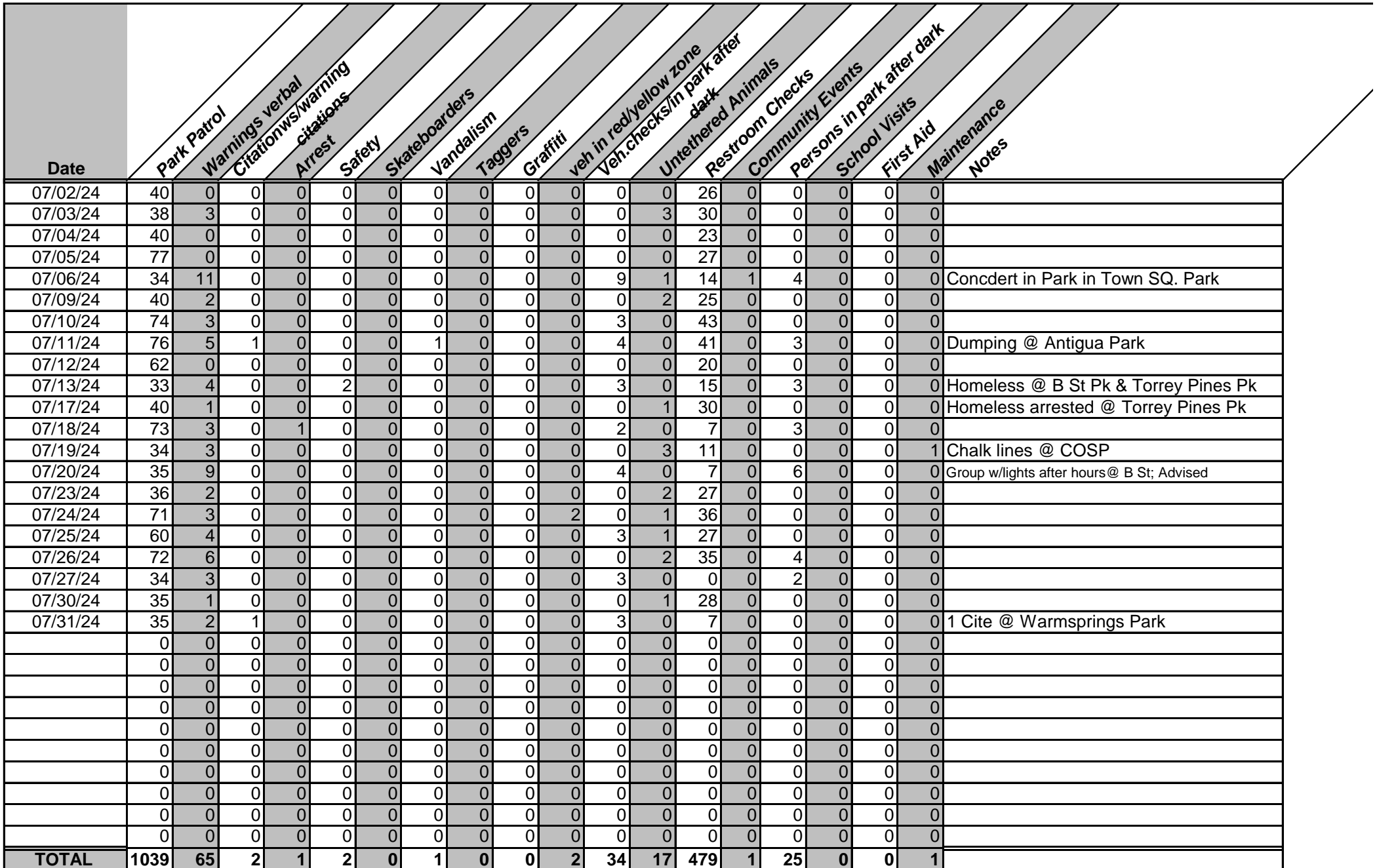
The name of a park or recreation facility may be changed after a hearing is held by the Commission to receive community input and direction. No name shall be changed unless there is significant justification and support by the community.

Monthly Summary

Period: June 2024

35

Monthly Summary
Period: July 2024





CITY OF MURRIETA

Parks and Recreation Commission

Meeting Agenda Report

9/5/2024
Agenda Item No. 3.

TO: HONORABLE CHAIR AND COMMISSIONERS OF THE PARKS AND RECREATION
COMMISSION

FROM: Lea Kolek, Parks and Community Service Manager

PREPARED BY: Roseann Otis, Office Assistant II - Parks & Recreation

SUBJECT: Parks, Projects and Maintenance Report

RECOMMENDATION

Receive and File.

PRIOR ACTION/VOTE

None.

CITY COUNCIL GOAL

Coordinate and deliver responsive, effective community services.

BACKGROUND

Special Projects, Construction, and Capital Improvement Plan Update

Library Expansion:

- Design development package was distributed to Development Review Committee (DRC) departments for comments due by 9/10/24.
- Graphic design firm finalized on 8/28/24 designs for frames for renderings and layouts, and donor takeaways for fundraiser being held 9/4/24.
- Goal is to break ground on construction by July 2025

Town Square Parking Lot & Monument:

- Bid opportunity was republished on 08/19/24 with changes to the bid schedule that reclassified some line items as additive bid items.
- New bids are due 9/9/24, which will provide ample time to evaluate bids and submit agenda report for the 10/15/24 Council meeting.

Tot Lot Replacement Project, Phase 2, LSI Equipment Site

- Four of five park locations have been completed: Alta Murrieta, Firefighters, Eastgate, Rancho Acacias.
- Sycamore Park to be completed by first week of September.
- No major issues encountered.
- Staff is communicating progress via social media and updating CSD CIP web page.
- Staff is to take a change order for construction management consulting to Council for all sites on 10/1/24.
- Anticipated taking Notice of Completion to Council by 10/15/24.

Tot Lot Replacement Project, Phase 1, Gametime Equipment Sites

- Two of four locations are currently in construction: Palomar Park (equipment swap) and Monte Vista Park (brand new playground construction).
- Staff sent construction notification letters to residents living around the parks on 7/19/24.
 - Currently no feedback

Glen Arbor Dog Park

- Comments from Planning, Building and Safety were sent back to project team on 8/22/24.
 - Staff will submit letter of exemption request for required electric vehicle spaces in new, 12-space parking lot.
- Landscape plan check is complete.
- Engineering plan check to be completed by 08/30/24.
- Goal is to publish bid no later than end of September 2024.

Los Alamos Hills Sports Park EV Charging Station

- Design and construction of nine-head charging station being completed and paid for by SCE Charge Ready Program.
- Once construction is completed, the City will install electric vehicle (EV) chargers on prepared pads and conduit.
- Southern California Edison (SCE) submitted plans to Building & Safety and Engineering for approvals on February 5, 2024.
- Due to continued issues with supply chain and receiving electrical switch gear, SCE may not construct until end of 2024, or early 2025.

Community Center Tennis Court Lighting

- On hold until fixtures for California Oaks Sports Park tennis courts are selected by lighting design consultant so consistent fixtures will be used at both locations.

Firefighters Park Pickleball Courts

- In design, which will be completed by end of September (NV5).

Alderwood Pickleball Courts

- Processing purchase order for NV5; project to be in design by 9/1/24
- All American Rescue Plan Act (ARPA) funds have been committed

Cal Oaks Tennis Court Lighting

- Design starting by 8/1/24 (NV5).

Parks and Recreation Master Plan Update and Trails Master Plan

- Parks and Recreation Master Plan and Trails Master Plan draft reports are to be issued to senior staff for preliminary review the first week of September.

Parks Maintenance - Repairs, Inspections, Miscellaneous

- New picnic tables were delivered for Boys & Girls Club at Cal Oaks Sports Park.
- Field renovations have been completed.
- Maintenance staff has contracted with Busy Bee Electric to repair and replace the burned-out bulbs for the sports field and parking lot lighting at the sports parks.
- Maintenance staff has contracted with 24-Hour Express to repair the audio-visual cable trough at Town Square Park.
- Maintenance staff is looking for a rock to place the Rotary plaque for Murrieta Through Time.
- Maintenance staff is currently bidding the repair to the Ridder house roof at Equestrian Park.
- Maintenance staff is currently working on improving the drainage situation in and around the Mapleton tract.
- Maintenance staff is currently working on bidding the skate park fencing removal and replacement at California Oaks Sports Park.

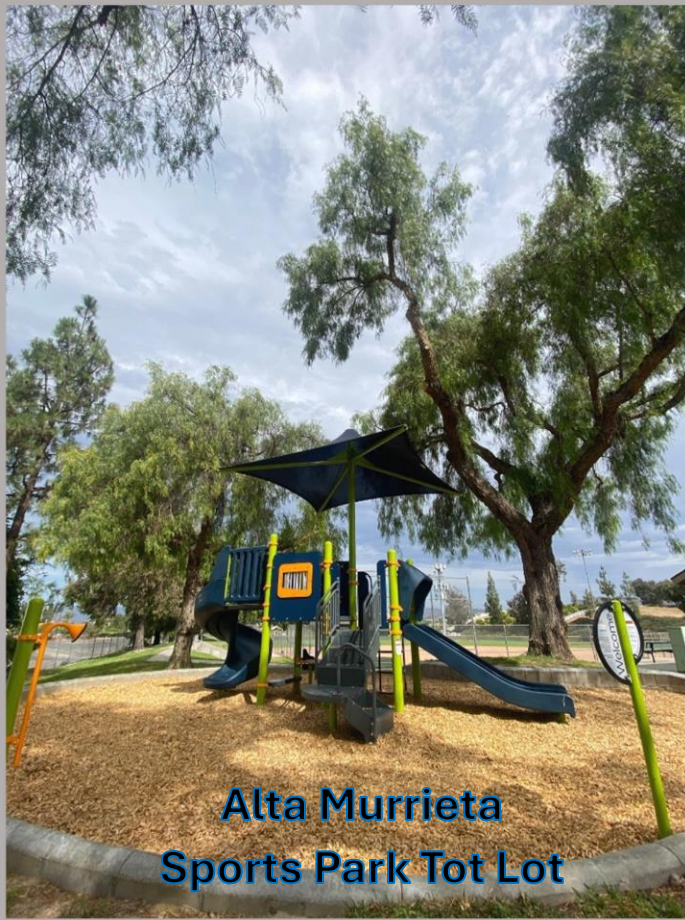
FISCAL IMPACT

None.

ATTACHMENTS

Tot Lot Pictures

NEW TOT LOT INSTALLATIONS





CITY OF MURRIETA

Parks and Recreation Commission

Meeting Agenda Report

9/5/2024
Agenda Item No. 1.

TO: HONORABLE CHAIR AND COMMISSIONERS OF THE PARKS AND RECREATION
COMMISSION

FROM: Lea Kolek, Parks and Community Service Manager

PREPARED BY: Roseann Otis, Office Assistant II - Parks & Recreation

SUBJECT: Adopt-A-Trail Program

RECOMMENDATION

Discuss Adopt-A-Trail Program and Provide Recommendations and/or Direction on any Changes to Rules and Procedures as well as the Ancillary Documents.

PRIOR ACTION/VOTE

None.

CITY COUNCIL GOAL

Coordinate and deliver responsive, effective community services.

BACKGROUND

The Adopt-A-Trail program allows individuals, families, organizations, and businesses to contribute towards the effort of maintaining beautiful and clean City-owned trails in Murrieta by assisting with minor weed abatement, litter removal, and maintenance concern reporting. The Adopt-A-Trial program can also be used towards community service hours that are needed for high school students to graduate.

Volunteers make a commitment to pick up litter and perform minor weed abatement on the designated trail at least once every three months for a one-year period. Volunteers are encouraged to monitor conditions on their section of the trail and report any problems to City staff members for follow up. There is no cost to participants associated with the program.

Murrieta, as well as most other government agencies that have such a program, provide the volunteer group with identification signage that advertises who they are, trash bags, certain litter removal equipment, and safety vests. Equipment or clean up items for which the volunteer group is responsible for includes such things as sunscreen, hats, gloves, and protective clothing.

The feedback that staff has received to date regarding this program is that it instills pride in maintaining and/or beautifying an area that provides enjoyment for current and future generations. It also is a great way to promote a business.

Some questions to consider:

1. What update or revisions to the language are needed?
 - a. Should the volunteer group be responsible for replacing their sign if it is vandalized?
 - b. Rather than “at least once every three months,” should the volunteer group look after their section of trail more often?
2. How should the City recognize the volunteer group upon their service completion?
 - a. Provide the volunteer group with their sign?
 - b. Social media acknowledgement such as on NextDoor, Facebook, and/or Instagram?
 - c. Proclamation signed by the Mayor?
3. Should the City provide the volunteer group with additional items to use for cleanup maintenance?

FISCAL IMPACT

Minor costs associated with the installation of sign identification, trash bags, and safety vests, which depends on how many trails are adopted in a given fiscal year.

ATTACHMENTS

1. Program Description
2. Program Volunteer Application (application, volunteer waiver and sign request form)
3. Program Rules and Procedures
4. Program Safety Requirements
5. Program Activity Reporting Form
6. City Trails Map



City of Murrieta

ADOPT-A-TRAIL PROGRAM DESCRIPTION

CITY OF MURRIETA ADOPT-A-TRAIL

The City's Adopt-A-Trail program allows individuals, families, organizations, and businesses the opportunity to help the community by assisting with removal of litter, minor weed abatement, and maintenance concern reporting. The Adopt-A-Trail program can also be used towards community service hours. To adopt a trail, please complete and submit an Adopt-A-Trail volunteer application along with volunteer waiver.

CONTACT INFORMATION

Mail or return applications to the following address:

City of Murrieta
c/o Community Services – Adopt-A-Trail
1 Town Square
Murrieta, CA 92562

Or return by email to the following staff person:

Roseann Otis
Rotis@MurrietaCA.gov

For any questions related to the Adopt-A-Trail program, please call (951) 304-PARK (7275).

CITY OF MURRIETA TRAILS

- California Oaks Trail
- Cole Canyon Trail
- Copper Canyon Trail
- Falcons View Trail
- Las Brisas Trail – Adopted by Broncos in Action '26
- Mapleton Trail
- Murrieta Oaks Trail
- Pond Park Trail
- Rail Ranch Trail
- Rancho Acacias Trails – Adopted by Mattress Firm
- Sycamore Ranch Trail
- Toulon Trail
- Warm Springs Trail

ADOPT-A-TRAIL DOCUMENTS

1. Adopt-A-Trail Volunteer Application
2. Adopt-A-Trail Program Rules and Procedures
3. Adopt-A-Trail Safety Requirements
4. Adopt-A-Trail Volunteer Waiver
5. Adopt-A-Trail Activity Reporting Form
6. Adopt-A-Trail Trail Sign Request Form



Adopt-A-Trail Volunteer Application

Contact Information

Name: _____ Age (if minor): _____

Address: _____ City, State & Zip: _____

Phone: _____ E-Mail Address: _____

Parent/Guardian Information (if minor)

Name: _____ Relationship: _____

Phone: _____ E-Mail Address: _____

Emergency Contact

Name: _____ Relationship: _____

Phone: _____ E-Mail Address: _____

Trail Information

Requested Trail: _____

Organization Name: _____

Proposed Cleanup Schedule: _____

IF UNDER 18 YEARS OF AGE, THE SIGNATURE OF A PARENT OR LEGAL GUARDIAN IS REQUIRED.

If Over 18 Years of Age:

I Have Read And Understand the Adopt-A-Trail Program Policies, Safety Requirements and Volunteer Waiver:

Participant: _____
(Print Name)

Signature: _____ Date: _____

If Under 18 Years of Age:

Participant: _____ Age: _____
(Print Name)

I Have Read And Understand the Adopt-A-Trail Program Policies, Safety Requirements and Volunteer Waiver:

Parent/Guardian (Print Name)

Signature: _____ Date: _____
Parent/Guardian

Return completed volunteer application and volunteer waiver to:

**City of Murrieta
Attn: Adopt-A-Trail Program
1 Town Square
Murrieta, CA 92562
or by email to Rotis@MurrietaCA.gov**

For any questions related to the Adopt-A-Trial program, please call (951) 304-PARK (7275).

THANK YOU FOR VOLUNTEERING WITH THE CITY OF MURRIETA



City of Murrieta Adopt-A-Trail Volunteer Waiver

"Waiver of Liability, Assumption of Risk, and Indemnity Agreement"

Trail Location: _____ Cleanup Schedule: _____

Participant Name (Print): _____ Participant Age (If minor): _____

Participant Phone Number: _____ Participant Email: _____

Waiver: In consideration of being permitted to participate in any way in: Above listed event, I, for myself, my heirs, personal representatives or assigns, **do hereby release, waive, discharge, and covenant not to sue** The City of Murrieta, its officers, employees, and agents from liability **from any/all claims including the negligence of the City of Murrieta, its officers, employees and agents**, resulting in personal injury, accidents or illnesses (including death), and property loss arising from, but not limited to, participation in the Adopt-A-Trail Program.

Signature of Participant Date Signature of Parent/Guardian of Minor Date

Assumption of Risks: Participation in the **Adopt-A-Trail Program is described in the "Adopt-A-Trail" Program, Policies, Rules and Procedures" and "Adopt-A-Trail Safety Requirements" documents which I have received, reviewed, accepted and signed and which are incorporated into this document by this reference. This program** carries with it certain inherent risks that cannot be eliminated regardless of the care taken to avoid injuries. The specific risks vary from one activity to another, but the risks range from 1) minor injuries such as scratches, bruises, and sprains 2) major injuries such as eye injury or loss of sight, joint or back injuries, heart attacks and concussions 3) **injuries from snake bites and exposure to other wildlife, trash, pollution and wilderness environments to 4) catastrophic injuries and/or illnesses including paralysis and death 5) exposure to, and infection with, SARS-CoV-2, the virus that causes Coronavirus Disease 2019 (COVID-19).**

I have read the previous paragraphs and I know, understand, and appreciate these and other risks that are inherent in this event and I hereby assert that my participation is voluntary and that I knowingly assume all such risks.

Indemnification and Hold Harmless: I also agree to INDEMNIFY and HOLD the City of Murrieta HARMLESS from any and all claims, actions, suits, procedures, costs, expenses, damages and liabilities, including attorney's fees brought as a result of my involvement in this activity and to reimburse them for any such expenses incurred. I hereby acknowledge that as a voluntary participant, that I am not an employee of the City of Murrieta and that I am not covered under the City's workers' compensation plan. I intend to perform voluntary services for or in the City of Murrieta without compensation. As a condition of performing the above referenced volunteer activities, I hereby knowingly and unequivocally waive, release and discharge any and all rights that I, my heirs, assigns, agents or other representatives may have or which hereafter may accrue to me, to file any claim, lawsuit and/or any other cause of action against the City of Murrieta, its employees, officers, agencies, other volunteers and officials as a result of performing said volunteer services. In granting this full and complete release and waiver of liability on the part of the City of Murrieta, I specifically waive California Civil Code Section 1542, which states:

A general release does not extend to claims, which the creditor does not know or suspect to exist in his favor at the time of executing the release, which if known by him, must have materially affected his settlement with the debtor.

I expressly desire to release the City of Murrieta, its employees, officers, other volunteers, property owner, and officials from any financial responsibility to me for any personal injury and/or property damage I may incur as a result of my voluntary participation, even when it results from the negligence, both active and passive, of the City of Murrieta and/or its employees. I understand that injury, accidents or illnesses (including death) can arise out of my volunteer activities; knowing the risk, nevertheless, I hereby agree to assume those risks and to release and to hold harmless the City of Murrieta, its employees, officers, agencies, other volunteers and officials, who (through negligence or carelessness) might otherwise be liable to me (or my heirs, assigns, agents or other representatives) for damages. No promise, inducement, or agreement has been made to me to induce me to release the City of Murrieta from liability for any personal injury and/or property damage incurred by me as a result of my voluntary participation, nor has any promise, inducement, or agreement been made to me in return for the express waiver of rights referred to above.

Initials: _____

Severability: The undersigned further expressly agrees that the foregoing waiver and assumption of risks agreement is intended to be as broad and inclusive as is permitted by the law of the State of California and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

Acknowledgement of Understanding: I have read this waiver of liability, assumption of risk, and indemnity agreement, fully understand its terms, and understand that I am giving up substantial rights, including my right to sue. I acknowledge that I am signing the agreement freely and voluntarily, and intend by my signature to be a complete and unconditional release of all liability to the greatest extent allowed by law.

Signature of Participant Date Signature of Parent/Guardian of Minor Date



CITY OF MURRIETA

**ADOPT-A-TRAIL
SIGN REQUEST FORM**

Participant Name: _____ Date: _____

Below type or legibly print the name of the organization as you want it to appear on the sign:

Adopt-A-Trail sign will be 18x12 inches in size



CITY OF MURRIETA

**ADOPT-A-TRAIL
NEXT 1 MILE**

This trail has been adopted by

SPONSOR NAME HERE

**For more information on the Adopt-A-Trial Program call (951) 304-PARK (7275)
or visit the City of Murrieta website www.MurrietaCA.gov**

18 in

12 in



CITY OF MURRIETA

ADOPT-A-TRAIL RULES AND PROCEDURES

I. Eligibility

The purpose of the City's Adopt-A-Trail Program is to enlist residents/community organizations to assist with removing litter, pulling weeds, reporting graffiti and damaged City property on its multi-use trail system. Individuals, private corporations, and non-profit organizations are eligible to volunteer. Appropriate signage acknowledging the cleanup effort and crediting the volunteer or organization for its work are furnished and installed by the City after the first cleanup effort has occurred.

II. Rules and Conditions

1. The length of the trail varies from trail to trail, but trail cleanup should not exceed two miles. Only trails designated by the city will serve as acceptable clean up areas. Safety of Adopt-A-Trail volunteers is of utmost importance.
2. No children under the age of 12 may volunteer. An adult 21 years of age or older must always supervise any volunteer between the ages of 12 and 17. The ratio must be one adult to every five minors.
3. The City reserves the right to edit the wording of the sign and has final approval of the sign. The city will furnish, install, and maintain the sign after the first cleanup effort has occurred.
4. The city will supply litter removal bags and volunteer safety vests, which are to be worn by all volunteers when working on the trail. The volunteer cleanup coordinator and each volunteer/volunteer guardians are responsible for inspecting their vests for defects and choosing an appropriate size before wearing. Volunteers are encouraged to wear protective gloves, eye wear and proper clothing. These items will not be provided by the city.
5. Volunteers will appoint an Adopt-A-Trail volunteer cleanup coordinator to oversee and coordinate cleanup efforts.
6. The Adopt-A-Trail volunteer cleanup coordinator (and all volunteers/volunteer guardians) must read and comply with the safety requirements and sign all waivers and other documents requested by the City's Adopt-A-Trail program coordinator. The volunteer cleanup coordinator must conduct a thorough safety meeting with all volunteers prior to each clean up as safety is a paramount concern for the City of Murrieta.
7. Each volunteer (or parent or guardian of a minor) is required to sign a Release and Waiver of Liability form for each pick up effort before work commences.
8. **ASSUMPTION OF THE RISK:** Volunteer and/or guardian recognizes and understands that the activities with the City of Murrieta Adopt-A-Trail program shall include, but is not limited to, inherently hazardous activities such as working in a potentially dangerous environment, pulling weeds, picking up trash and debris along public trails, dealing with graffiti and damaged property, and transportation to and from the volunteer work sites. Volunteer and/or guardian hereby expressly and specifically assumes the risk of injury or harm in these situations and releases and discharges Murrieta from and waives any and all liability for any injury, illness, death, or property damage resulting from the activities of the Volunteer with Murrieta.



CITY OF MURRIETA

ADOPT-A-TRAIL RULES AND PROCEDURES

INSURANCE: All volunteers are expected and encouraged to arrive with their own health insurance plans in effect.

9. Home-made signs should be removed from all poles, utility cabinets etc. along with any graffiti where practical. Any graffiti that cannot be cleaned up by volunteers or damage to City property should be reported on the Activity Reporting form.
10. The person who signed the Volunteer Agreement Form is required to ensure that a cleanup effort occurs along the designated trail area at least every three (3) months for a minimum of one year.
11. Volunteers must coordinate their pickup schedules with the city to prevent conflicts with trail construction work. Notification two weeks prior to a scheduled cleanup effort is required. Please contact the City of Murrieta at 951-304-7275 to coordinate the cleanup date.
12. The Adopt-A-Trail agreement shall be issued for one year and is renewable, at the City's discretion, if the volunteer organization has maintained its segment of the trail to the satisfaction of the City. If the volunteer group fails to fulfill its commitment, the city may assign the trail cleanup effort to a new volunteer group.
13. Cleanup efforts should be performed only in daylight hours and during good weather conditions.

III. Procedures – How it Works?

1. Interested parties should contact the City of Murrieta at 951-304-7275.
2. A City representative will explain and discuss the Adopt-A-Trail program with a responsible representative of the interested party emphasizing that the program involves significant physical work that must be done safely at least every (3) months for at least one year.
3. A Volunteer Agreement form must be completed by the applicant and approved by the city.
4. The volunteer cleanup coordinator submits Release and Waiver of Liability forms signed by all volunteers prior to cleanup effort.
5. Litter removal bags are available for pickup from the Community Services Department, between the hours of 8 a.m. and 5p.m., Monday through Friday. Call the City at 951-304-7275 to arrange a pickup time.
6. The volunteer cleanup coordinator must complete and return to the city the Adopt-A-Trail Activity Form and any remaining litter removal bags within 2 days following the cleanup activity.



CITY OF MURRIETA

ADOPT-A-TRAIL SAFETY REQUIREMENTS

The following safety requirements must be followed when participating in the Adopt-A-Trail program. It is the responsibility of the volunteer cleanup coordinator to make sure all volunteers have read and understand the safety requirements listed below.

1. All volunteers must receive a copy of the Safety Requirements prior to reporting to the work site. Volunteers must also read, understand, and agree to comply with the safety requirements before reporting to the work site.
2. Volunteers should assemble in an area away from the designated work site and carpool to reduce the number of cars at the litter pick up site.
3. Vehicles must be parked in lawful parking areas.
4. Safety vests must be worn by all volunteers at all times. The volunteer cleanup coordinator and each volunteer/volunteer guardians are responsible for inspecting their vest for defects and choosing an appropriate size before wearing. Volunteers are encouraged to wear protective gloves, eye wear and proper clothing. These items will not be provided by the city.
5. Cleanup efforts should be performed only in daylight hours and during good weather conditions.
6. Remain with the group to which you are assigned.
7. Home-made signs should be removed from all poles, utility cabinets, etc. along with any graffiti where practical.
8. Do not pick up hazardous materials such as car batteries, animal carcasses, or any other object that appears questionable. Contact the City of Murrieta at 951-461-6124 to report the hazardous materials found.
9. Horseplay of any kind is strictly forbidden.
10. No children under the age of 12 may volunteer. An adult 21 years of age or older must always supervise any volunteer between the ages of 12 and 17. The ratio must be one adult to every five minors.
11. The Volunteers acknowledge that they will be working outside under potentially dangerous conditions where they may come into contact with dangerous plants, insects, scorpions, snakes, or things known to cause allergies. If any potentially dangerous things are found, the Volunteers should stay clear of that area surrounding the hazard to prevent injury.
12. For safety reasons, volunteers may not participate if they are under the influence of prescription or over the counter drugs which may impair volunteer ability. Further, Volunteers are absolutely prohibited from partaking, possessing, or distributing alcohol or drugs, while working on the trail.



CITY OF MURRIETA ADOPT-A-TRAIL ACTIVITY REPORTING FORM

To be completed and returned to the city
within two (2) days after each clean-up.

-
1. Organization Name: _____
 2. Name of Person Completing Form (Please Print): _____
 3. Trail Name/Location: _____
 4. Clean-up Date and Times: _____
 5. Number of Volunteers: _____
 6. Approximate Number of Bags Filled: _____
 7. Was there a Safety Briefing conducted prior to clean-up? ☐ Yes ☐ No
If yes, by whom? _____
 8. Was recycling separated? ☐ Yes ☐ No
 9. Please list and describe the locations along the trail where graffiti was identified.

10. Please list the location along the trail where broken or damaged City property was identified and type of damage. City property includes pavement, sidewalks, light poles, trash cans, water fountains, public art, etc.

Legend

Murrieta City Trails

Trail Name

#1. California Oaks Trail - 1 Mile

Native soil, Horse-Bike-Walking, Street parking

#2. Cole Canyon Trail - 3.82 mi

D.G., Horse-Bike-Walking, Restrooms-Parking lot

#3. Copper Canyon Trail - 1.53 mi

D.G.

#4. Falcon's View Trail - .51 mi

Native soil, Horse-Bike-Walking

#5. Las Brisas Trail - 1.14 mi

Asphalt, Pars course

#6. Lincoln Ranch Trail - .61 mi

D.G.

#7. Los Alamos Hills Trail - 1.89 mi

D.G., Horse-Bike-Walking, Water on trail-Restrooms, Parking lot-Street parking

#8. Mapleton Trail - 1.05 mi

D.G., Horse-Bike-Walking, Restrooms-Parking lot

#9. Murrieta Oaks Trail - .19 mi

Native soil

#10. Pond Park Trail - .3 mi

Concrete

#11. Rail Ranch Trail - .24 mi

AC, Parking lot

#12. Rancho Acacias Trail - .65 mi

Asphalt, Pars course

#13. Sycamore Ranch Trail - .72 mi

D.G.

#14. Toulon Trail - .77 mi

Native soil

#15. Warm Springs Trail - .29 mi

Native soil, Parking lot

#16. Rancho Los Alamos Trail System - 8.1 mi

Native soil

City Parks

This map is a public resource of general information. The City of Murrieta makes no warranty, representation or guaranty as to the content, accuracy, or completeness of the map information provided herein. City of Murrieta is not responsible for any claims, losses or damages resulting from the use of this map.

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