

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



**Thursday, November 7, 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](mailto: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](mailto: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**

The meeting was called to order by Secretary Roseann Otis.

**ROLL CALL**

Present Commissioner Robin Gilliland, Commissioner John Hunneman, and Commissioner Carmella Wood

Excused Chairperson Christopher Collopy, and Vice Chair Paul Parker

Absent None

**SELECTION OF ACTING CHAIR**

Action: It was moved by Commissioner Gilliland, seconded by Commissioner Wood to appoint Commissioner Hunneman to act as chair for the November 7, 2024 Parks and Recreation Commission Meeting. The motion carried by the following vote:

Ayes: Commissioner Gilliland, Commissioner Hunneman, and Commissioner Wood

Noes: None

Excused: Chairperson Collopy, and Vice Chair Parker

Absent: None

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Commissioner Gilliland.

**APPROVAL OF AGENDA**

Action: It was moved by Commissioner Gilliland, seconded by Commissioner Wood to approve the agenda for November 7, 2024. The motion carried by the following vote:

Ayes: Commissioner Gilliland, Commissioner Hunneman, and Commissioner Wood

Noes: None

Excused: Chairperson Collopy, and Vice Chair Parker

Absent: None

**ADMINISTRATIVE UPDATE**

- Parks and Community Services Manager Lea Kolek introduced new Park Ranger Michael Melendez.
- Ranger Price provided an update on ranger duties including monitoring parks and issuing citations when needed, assisting with other departments such as the police department and homeless services, providing community outreach and education through Ranger Raps and other programs, and assisting at City events.
- A summary of the pool season was not provided due to the absence of Recreation Supervisor Victor Patino. Parks and Community Services Manager Lea Kolek informed the commission that an update would be provided with January commission reports.
- Office Assistant Roseann Otis provided an update on new military banner installation timeline and holiday banners.

**PUBLIC COMMENTS (NON-AGENDA)**

Michael O'Donnell was called to speak. Mr. O'Donnell spoke about concerns of dogs running off leash on baseball fields at Los Alamos Hills Sports Park. He also voiced concerns about citations not being issued for violations and he would like to have the City be more proactive in the enforcement of off leash dogs.

**CONSENT CALENDAR - APPROVAL OF ITEMS 1 – 3**

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

Ayes: Commissioner Gilliland, Commissioner Hunneman, and Commissioner Wood

Noes: None

Excused: Chairperson Collopy, and Vice Chair Parker

Absent: None

- 1 Minutes
- 2 Recreation, Activities, and Events Report
- 3 Parks, Projects, and Maintenance Report

**PULLED CONSENT CALENDAR ITEMS**

None

**DISCUSSION**

**1 Adopt-A-Trail Program**

Parks and Community Services Manager Lea Kolek provided information on the Adopt-A-Trail program requesting input from the Commission on program language, rules and requirements, and volunteer recognition.

- It was recommended by the commission that the replacement of Adopt-A-Trail signs due to damage or vandalism be provided by the City on a case-by-case basis.
- The commission recommended that the frequency of trail clean-ups should be determined on a case-by-case basis.
- The commission agreed that the volunteer group would be presented with their sign and given recognition on social media along with a proclamation from the Mayor.
- The commission recommended that the Community Services department continue to provide trash bags and safety vests, and trash pickers based on group size.
- The commission recommended that the Community Services department consider business sponsorships of trails.

Action: It was moved by Commissioner Gilliland, seconded by Commissioner Wood to approve the recommended changes to the Adopt-A-Trail program. The motion carried by the following vote:

Ayes: Commissioner Gilliland, Commissioner Hunneman, and Commissioner Wood

Noes: None

Excused: Chairperson Collopy, and Vice Chair Parker

Absent: None

**2 Cancellation of January 2, 2025 Commission Meeting Date**

Parks and Community Services Manager Lea Kolek requested from the commission that the January 2, 2025 commission meeting be canceled. The commission agreed to cancel the January 2, 2025 commission meeting and schedule a special meeting for January 16, 2025.

Action: It was moved by Commissioner Wood, seconded by Commissioner Gilliland to cancel the regular commission meeting of January 2, 2025 and schedule a special meeting for January 16, 2025. The motion carried by the following vote:

Ayes: Commissioner Gilliland, Commissioner Hunneman, and Commissioner Wood

Noes: None

Excused: Chairperson Collopy, and Vice Chair Parker

Absent: None

**3 Parks and Recreation Commission Agenda Forecast**

Parks and Community Services Manager Lea Kolek provided the commission information on upcoming agenda items for 2025, allowing the commissioners to review future agenda topics and request any additional items they wish to discuss.

- The commission requested discussing the issue of dogs off leash at parks at the January commission meeting and the ranger's citation process.

**COMMISSION MEMBER ANNOUNCEMENTS**

- Commissioner Hunneman asked about the commissioner's term expiration. Will be handled by clerk's office.
- Lea Kolek reminded the commissioners of the upcoming Veterans Day Parade and the homeless point in time count in January.
- Commissioner Hunneman asked that the meeting be adjourned in memory of Adam Bouvet.

**ADJOURNMENT**

7:05 p.m.