

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



**Thursday, March 6, 2025
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

REORGANIZATION

Reorganization - Election of Officers

Recommended Action:

Elect a chair and vice chair to oversee the formal proceedings of the Parks and Recreation Commission for the period March 2025 through February 2026.

APPROVAL OF AGENDA

ADMINISTRATIVE UPDATE

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

1. Introduction of new commissioner Whitney Fernandez – Lea Kolek
2. Maintenance 101 / How Fix It App Works – Josh Havens
3. Homeless Update – Lindsay Sisti
4. ARP / APR Valentine’s Dance Summary / Recreation Classes – Michelle Hamilton
5. Adult Sports / New Pickleball League / Spring Field Allocations – Victor Patino

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 MinutesRecommended Action:

Approve the minutes of the January 16, 2025 Special Parks and Recreation Commission Meeting.

2 Recreation, Activities, and Events ReportRecommended Action:

Receive and file.

3 Parks, Projects, and Maintenance ReportRecommended Action:

Receive and file.

PULLED CONSENT CALENDAR ITEMS**DISCUSSION****1** Park AssignmentsRecommended Action:

Receive information on park assignments and discuss their distribution amongst the Commissioners.

2 Renaming Bear Valley Park 2 and Mapleton TrailsRecommended Action:

Discussion relating to renaming Bear Valley Park 2 and all three trails in Mapleton tract.

3 Off-Leash Dogs DiscussionRecommended Action:

Discussion relating to off-leash dogs in City parks.

4 Parks and Recreation Commission Agenda ForecastRecommended Action:

Discuss future Parks and Recreation Commission topics.

COMMISSION MEMBER ANNOUNCEMENTS

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

ADJOURNMENT



CITY OF MURRIETA

Parks and Recreation Commission

Meeting Agenda Report

3/6/2025
Agenda Item No.

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: Reorganization - Election of Officers

RECOMMENDATION

Elect a chair and vice chair to oversee the formal proceedings of the Parks and Recreation Commission for the period March 2025 through February 2026.

PRIOR ACTION/VOTE

On May 1, 2018, the City Council provided direction to staff to return at a future meeting and they directed staff to keep two unscheduled vacancies open until the Annual Recruitment in the fall for January terms (Vote: 4-0).¹

On May 15, 2018, the City Council introduced Ordinances to add Alternate Commissioners, amended the Commission terms to four years, and adopted Resolution No. 18-3905 that revised Policy No. 100-07 for appointment of Commissioners/Committee (Vote: 4-0).²

On March 7, 2024, the Parks and Recreation Commission elected Chris Collopy as Chair (Vote: 3-0-1).³

On March 7, 2024, the Parks and Recreation Commission elected Paul Parker as Vice-Chair (Vote: 3-0-1).⁴

BACKGROUND

The Parks and Recreation Commission serves as a vital link between the community and local government, playing an essential role in fostering public engagement, reviewing programs, and shaping policies that enhance the quality of life for Murrieta residents. As stewards of the City's recreational resources and advocates for community well-being, the Commission ensures that decisions reflect the needs and aspirations of the community. In alignment with its commitment to effective governance, the Commission conducts an annual reorganization to select its leadership, furthering its ability to serve the public with dedication and purpose.

The Murrieta Municipal Code 2.40.050 states that “The Parks and Recreation Commission shall elect a chair and vice-chair from among its members at its first regular meeting in February of each year.” In this case, the first regularly scheduled meeting following February is March 6, 2025. The officers shall hold office from March 2025 up to the first regular meeting in or after February 2026. The chair shall supervise the affairs of the Parks and Recreation Commission and preside at the meetings. The vice-chair shall serve as acting chair in times when the chair is absent, and at such time, shall have the powers and duties as the chair.

Procedure

The chair (or in the absence of the chair, the vice-chair) shall open the floor to receive all nominations for chair. Once all nominations have been received, the full Commission will formally elect the chair by motion and vote for each nominee (if more than one) in the order nominated. The candidate receiving a majority vote of the entire Commission shall be declared elected.

The vice-chair position shall be elected by the Commission from among its appointed members in the same manner and for the same term as the chair.

Murrieta Municipal Code 2.32.030 states that, “To provide opportunity for professional growth for all board and commission members, the tenure of board/commission chairs is limited to two years.” The current chair has served in the capacity of either vice-chair or chair during his current term and is not eligible for re-election. The vice-chair has served in such a capacity for one year in his previous term. Having been reappointed in December 2024 by City Council to serve a second and final four-year term, he is eligible to serve again as either vice-chair or chair if nominated. Commissioners Fernandez, Gilliland, and Hunneman are eligible to serve as either vice-chair or chair.

FISCAL IMPACT

None

ATTACHMENTS

1. Murrieta Municipal Code 2.40 - Parks and Recreation Commission
2. Murrieta Municipal Code 2.32 - Boards and Commissions Generally

Voting

¹ Ayes: Gibbs, Long, Seyarto, Ingram; Absent: Lane

² Ayes: Lane, Long, Seyarto, Ingram; Absent: Gibbs

³ Ayes: Hunneman, Parker, Wood; Abstain: Collopy; Absent: Akers

⁴ Ayes: Collopy, Hunneman, Wood; Abstain: Parker; Absent: Akers

Chapter 2.40

PARKS AND RECREATION COMMISSION

Sections:

2.40.010 Parks and recreation commission--Established.

2.40.015 Purpose.

2.40.020 Members.

2.40.030 Regular meetings.

2.40.040 Absence from meetings.

2.40.050 Organization and records.

2.40.060 Duties of members.

2.40.070 Compensation and expenses.

2.40.010 Parks and recreation commission--Established.

There is established a parks and recreation commission. The parks and recreation commission may be known as and referred to as the "Murrieta Parks and Recreation Commission," or as the "Parks and Recreation Commission." (Ord. 495 § 1, 2014; Ord. 194 § 2, 1998; Ord. 25 § 1 (part), 1991; Ord. 3 § 1 (part), 1991; prior code § 2.20.010)

2.40.015 Purpose.

The purpose of the Parks and Recreation Commission is to act in an advisory capacity to the city council and the community services director in all matters pertaining to the community services district through the development and implementation of human services, comprehensive recreation programs, parks, and recreation facilities to meet the needs of all the residents within the city. (Ord. 495, 2014; Ord. 421 § 1, 2009)

2.40.020 Members.

A. The parks and recreation commission shall consist of six (6) members plus up to two alternate members, each of whom shall be appointed by the city council. The membership is to be composed of five (5) members from the community at large, one (1) youth member, and up to two (2) alternates.

B. Appointments shall be for four-year terms, except the youth member, and implemented pursuant to Chapter 2.32 of the Murrieta Municipal Code.

C. The alternate commissioner(s) will be selected by the full city council and membership status is in accordance with Chapter 2.32 of the Murrieta Municipal Code.

D. The youth member shall be a person regularly enrolled in grades 9 -12 of a public or private school operating within the city and shall be appointed by the youth advisory committee, which is under the auspices of the parks and recreation commission. In the event that the youth advisory committee shall fail to appoint the youth member, the city council or its designee shall appoint the youth member. The requirements of Section 2.32.010.D. of this code shall not apply to the youth member. The youth member shall be a non-voting member, and the term of office is one (1) year. (Ord. 531 § 1, 2018; Ord. 495, 2014; Ord. 476-23 § 1, 2012; Ord. 421 § 2, 2009; Ord. 210 § 2, 1999; Ord. 194 § 2, 1998; Ord. 120 § 1, 1994; Ord. 25 § 1 (part), 1991; Ord. 3 § 1 (part), 1991; prior code § 2.20.015)

2.40.030 Regular meetings.

The Parks and Recreation Commission shall hold at least one regular meeting every other month at such time and place as designated in the rules and regulations of the commission. Regular meetings may be adjourned by public announcement to a specified date, time and place, and any such adjourned meeting shall be deemed a regular meeting. All meetings shall be open to the public. A majority of the members shall constitute a quorum. (Ord. 495 § 2, 2014; Ord. 194 § 2, 1998; Ord. 25 § 1 (part), 1991; Ord. 3 § 1 (part), 1991; prior code § 2.20.020)

2.40.040 Absence from meetings.

Absences are addressed in Section 2.32.020.B. of the Murrieta Municipal Code.

(Ord. 531 § 2, 2018; Ord. 25 § 1 (part), 1991; Ord. 3 § 1 (part), 1991; prior code § 2.20.025)

2.40.050 Organization and records.

The parks and recreation commission shall elect a chair and vice-chair from among its members at its first regular meeting in February of each year. The commission shall adopt rules and regulations for the transaction of its business and shall cause proper records to be kept of all its official acts and proceedings including minutes, resolutions, actions, findings and

determinations. Minutes, resolutions and recommendations shall be filed with the city clerk with copies to the city manager who shall cause appropriate reports to be made to the city council.

(Ord. 531 § 3, 2018; Ord. 495, 2014; Ord. 194 § 2, 1998; Ord. 25 § 1 (part), 1991; Ord. 3 § 1 (part), 1991; prior code § 2.20.030)

2.40.060 Duties of members.

The Parks and Recreation Commission shall have the following duties:

- A. Act in an advisory capacity to the city council, and the director of parks and recreation in all matters pertaining to parks and public recreation and to cooperate with other governmental agencies and civic groups in the advancement of sound park and recreation planning and programming;
- B. Formulate general policies on recreation services for approval by the city council;
- C. Advise with the director of parks and recreation on development of recreation areas, facilities, programs and improved recreation services;
- D. Recommend the adoption of standards on organization, personnel, areas and facilities, programs and financial support;
- E. Make periodic inventories of recreation services that exist or may be needed and interpret the needs of the public to the city council, and to the director of parks and recreation;
- F. Aid in coordinating the recreation services with the programs of other governmental agencies and voluntary organizations;
- G. Interpret the policies and functions of the parks and recreation department to the public;
- H. Advise the director of parks and recreation in the preparation of the annual budget of the department and a long-range recreation capital improvement program;
- I. Environmental enhancement and beautification, including design review for aesthetic evaluation of landscaped median improvement projects within the public right-of-way. (Ord. 495, 2014; Ord. 210 § 1, 1999; Ord. 25 § 1 (part), 1991; Ord. 3 § 1 (part), 1991; prior code § 2.20.035)

2.40.070 Compensation and expenses.

All members of the Parks and Recreation Commission shall serve without compensation. The city council may from time to time authorize, in advance, expenditures for attendance at seminars, institutes, or other meetings which the city council finds to be beneficial to the members in the performance of their duties and in the best interests of the city. Claims for such expenses shall be filed with the finance director and are subject to audit and approval by the city council. (Ord. 495, 2014; Ord. 194 § 2, 1998; Ord. 25 § 1 (part), 1991; Ord. 3 § 1 (part), 1991; prior code § 2.20.040)

Chapter 2.32

BOARDS AND COMMISSIONS GENERALLY

Sections:

2.32.010 Commission and alternate appointments.

2.32.020 Terms, vacancies.

2.32.030 Chairpersons, vice-chairpersons-selection-terms.

2.32.010 Commission and alternate appointments.

A. Unless otherwise specifically provided in this code or by state law, all city board and commission appointments, except for ex officio members where applicable, shall be made by the city council in January, following the election of city council members.

B. The city council may select up to two alternate commissioners for each commission in addition to the established commission membership. Initially and thereafter when necessary, alternate commissioners will be selected in January, following the election of city council members. In the event the city council appoints two alternate commissioners to any commission, the alternates shall be designated first alternate and second alternate by the city council.

C. Alternate commissioners shall not become permanent members of their designated commission except by the filling of a vacancy pursuant to Section 2.32.020.C. Alternate members are not eligible to serve as chair or vice chair until they fill a vacancy. Alternates are encouraged to attend their designated commission meetings; they are non-voting members, and they are not counted for quorum purposes. Alternate commissioners shall possess all the qualifications of other commissioners.

D. Unless otherwise provided by law, or by ordinance or resolution of the city council, all members of any board or commission of the city appointed by the city council shall be initially, and during their incumbencies, registered voters within the incorporated city limit boundaries of the City of Murrieta, and shall not at or during incumbency be an employee of the city. (Ord 529 § 1, 2018; Ord. 3 § 1 (part), 1991: prior code § 2.04.060)

2.32.020 Terms, vacancies.

A. Terms.

1. Appointments, except the youth member on the Parks and Recreation Commission, shall be for four-year terms, commencing after city council members take office following the general municipal election in November of even numbered years.

2. The term of an alternate commissioner shall also be four (4) years.

3. In order to transition from a three-year term cycle to a four-year term cycle and to synchronize with the city council member election cycle, those commissioner terms scheduled to expire June 30, 2018 and June 30, 2019, shall expire in January 2019. Commissioner terms scheduled to expire June 30, 2020, shall expire in January 2021.

4. This rule shall not, however, apply in regard to a newly established board or commission to which initial appointments are made. Such initial appointments shall last until the appointment process in January following the next general municipal election.

5. Commissioners may only be removed by a vote of the city council.

6. Any person who has served substantially two full consecutive terms shall not be reappointed to the same board or commission until at least the time equal to one full term has elapsed.

B. Absences. If a commissioner is absent from three consecutive regular meetings without being excused by the commission, or is absent for any reason from more than six (6) regular meetings in any period of twelve (12) months, the office of such commissioner shall thereupon become vacant and shall be filled with any existing alternate commissioner. Except in cases where the mayor, city council member, or city council are not the appointing authority, no person shall be appointed to and serve substantially more than two full consecutive terms upon any single board or commission.

C. Vacancies.

1. If a vacancy in any commission occurs, other than by expiration of term, such vacancy shall be filled by the alternate commissioner selected by the city council during the most recent selection process. If there are two alternate commissioners for the commission on which there is a vacancy, the vacancy shall be filled by the first alternate. The second alternate commissioner will then be designated first alternate. Any alternate appointed pursuant to a vacancy shall serve the remaining term of the seat being filled. Vacancies that occur when no alternate is available for appointment shall be replaced pursuant to Section 2.32.020.C.2. (below).

2. In accordance with Government Code Section 54974 (Maddy Act), a notice of all unscheduled commission vacancies for which no alternate commissioner is available shall be posted in the office of the city clerk and at the public library, not

earlier than 20 days before or not later than 20 days after the vacancy occurs. Final appointment to the commission shall not be made for at least 10 working days after the posting of the notice in the city clerk's office.

(Ord. 529 § 2, 2018; Ord. 417 § 1, 2009; Ord. 224 § 1, 2000; Ord. 3 § 1 (part), 1991: prior code § 2.06.010)

2.32.030 Chairpersons, vice-chairpersons—Selection—Terms.

A. Chairpersons, vice-chairpersons - Selection. Unless otherwise provided by law, or by ordinance or resolution, each board and commission of the city shall annually at its first meeting held in February or thereafter, choose one of its number as chairperson and one as vice-chairperson. Each chairperson and vice-chairperson shall have authority and perform such duties as are commonly associated with their respective titles, or as may be specially prescribed by law or by the bylaws or other rules of the board or commission. Vacancies in either such position occurring prior to February may be filled as in the first instance, and a new chairperson or vice-chairperson may be chosen at any time by majority vote of all members of the board or commission.

B. Terms for board/commission chairs. To provide opportunity for professional growth for all board and commission members, the tenure of board/commission chairs is limited to two years. However, the board/commission may make a finding of exceptional circumstances to extend the service of an existing chair for a subsequent year.

(Ord. 529 § 3, 2018; Ord. 402 § 1, 2007; Ord. 3 § 1 (part), 1991: prior code § 2.06.020)



CITY OF MURRIETA

Parks and Recreation Commission

Meeting Agenda Report

3/6/2025
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: Minutes

RECOMMENDATION

Approve the minutes of the January 16, 2025 Special Parks and Recreation Commission Meeting.

ATTACHMENTS

1. January 16, 2025 Minutes
2. Revised November 7, 2024 Minutes

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



**Thursday, January 16, 2025
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 SPECIAL MEETING

CALL TO ORDER

The meeting was called to order by Chair Collopy.

ROLL CALL

Present Chairperson Christopher Collopy, Vice Chair Paul Parker, Commissioner Robin Gilliland, and Commissioner John Hunneman

Excused Commissioner Carmella Wood

Absent None

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice Chair Parker.

APPROVAL OF AGENDA

Action: It was moved by Commissioner Hunneman, seconded by Vice Chair Parker to approve the agenda for January 16, 2025. The motion carried by the following vote:

Ayes: Chairperson Collopy, Vice Chair Parker, Commissioner Gilliland, and Commissioner Hunneman

Noes: None

Excused: Commissioner Wood

Absent: None

ADMINISTRATIVE UPDATE

- Special Events Supervisor, Laura Frasso, provided an update to the Commission on upcoming events for 2025. Reservations have begun on a case-by-case basis for Town Square Park.
 - Commissioner Hunneman asked about fees for non-profit organizations.
 - Commissioner Parker asked about the agreement with Newman Hospitality Group.

- Recreation Supervisor, Jeri Copeland, provided an update to the Commission on Senior Center events and programs from January to June 2025. The Senior Center holds at least one special event per month. The Senior Center is available for individuals 50 years of age or older, the lunch program is for participants 60 years of age or older.
 - Chair Collopy asked if the Senior Center offers a bereavement group and about the capacity for growth. He also asked about the needs of the Senior Center.
 - Commissioner Gilliland asked if there was a greater need from the senior population and how the community could provide support.
 - Commissioner Hunneman asked if the Senior Center offers estate planning.
 - Vice-Chair Parker asked for more details about the lunch program.

- Parks and Community Services Manager, Lea Kolek, informed the Commission that Recreation Supervisor Victor Patino was not able to attend tonight's meeting and will give his update on Adult Sports/New Pickleball League and Spring Field Allocations at the next Commission meeting on March 6, 2025.

PUBLIC COMMENTS (NON-AGENDA)

None

CONSENT CALENDAR - APPROVAL OF ITEMS 1 – 3

It was moved by Commissioner Hunneman, seconded by Vice-Chair Parker, to approve the Consent Calendar Items 1-3, with the Public Comment section of the November 7, 2024 Minutes amended to state the speaker, Mr. O'Donnell's concerns about the lack of citations and enforcement by the City for violations of dogs off leash. The motion carried by the following vote:

Ayes: Chairperson Collopy, Vice Chair Parker, Commissioner Gilliland, and

Commissioner Hunneman

Noes: None

Excused: Commissioner Wood

Absent: None

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

PULLED CONSENT CALENDAR ITEMS

None

DISCUSSION

1. Court and Field Closure Policy, Procedures, and Guidelines

- Parks and Community Services Manager, Lea Kolek, presented to the Commission the Court and Field Closure Policy, Procedures, and Guidelines. Due to fires and extreme weather conditions, staff proposed a more comprehensive closure structure to include various weather and environmental factors as well as recommended guidelines for sports leagues during extreme weather conditions.
 - Commissioner Hunneman asked about the process for closing parks. *The guidelines are for fields and courts, the public is informed by social media and on the field closure hotline. Field closed signs are posted on fields. League representatives are also notified by email.*
 - Vice-Chair Parker asked if there was an existing policy. *There is an existing policy that only speaks of rain closures.*
 - Commissioner Gilliland recommended updating the Rain Out Hotline to say Closure Hotline.
 - Chair Collopy asked if this would amend the City Code. *The updates are not to the policy, more for the guidelines and operating procedures.*

Action: It was moved by Vice Chair Parker, seconded by Commissioner Hunneman to approve the proposed updates to the Court and Field Closure Policy, Procedures and Guidelines. The motion carried by the following vote:

Ayes: Chairperson Collopy, Vice Chair Parker, Commissioner Gilliland, and Commissioner Hunneman

Noes: None

Excused: Commissioner Wood

Absent: None

2. Parks and Recreation Commission Agenda Forecast

- Parks and Community Services Manager, Lea Kolek, provided the commission information on upcoming agenda items for 2025, in the form of the Parks and Recreation Commission Agenda Forecast. This forecast allows the commissioners to review future agenda topics and request any additional items they wish to discuss.
 - Off Leash Dog Discussion will be placed on the March 6, 2025 agenda.
 - The commission asked for a pool update. (this will be included in the Recreation, Activities, and Events report for the March 6, 2025 meeting.)

COMMISSION MEMBER ANNOUNCEMENTS

- Commissioner Gilliland spoke on her first experience with a Murrieta parade. Commissioner Gilliland wanted to publicly thank Special Events Supervisor Laura Frasso and the Community Services Department staff for their hard work and dedication to the citizens of Murrieta.
- Commissioner Hunneman spoke about how amazed he is at how much the Community Services Department are able to do.
- Vice-Chair Parker expressed his appreciation for the Community Services Department.
- Chair Collopy thanked the Community Services Department for their contribution to a great environment for the community. Chair Collopy thanked everyone for their well wishes while he was away.

ADJOURNMENT

The meeting adjourned at 7:39 p.m.

**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 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

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.



CITY OF MURRIETA

Parks and Recreation Commission

Meeting Agenda Report

3/6/2025
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

Special Events

- On Saturday, March 29, from 9 a.m. to 11 a.m., the Community Services Department along with the Park Rangers will host the next Ranger Rap at Copper Canyon Park. Children ages 3 to 10 can meet the Rangers, have hands on interaction with some cool reptiles, and create a fun craft. The cost is \$3 per child and includes activities, snacks, and a take home goodie bag.
- On Saturday, April 19, the City of Murrieta's annual Eggstavaganza egg hunt will be held at Town Square Park. Children up to age 10 can enjoy the festivities as they hunt for eggs. There will be a separate designated area for children with special needs and children under 2 years old. The event will include food vendors, prizes and a photo opportunity with the Easter bunny!
- Please see attachment for additional 2025 events.

Senior Center

- The Senior Center has started a biweekly self-defense class for seniors. During the hour-long class, the seniors will get an introduction to a practical way to apply self-defense strategies. The class takes place on Thursday and is free for the participants.
- Feeding America continues to grow. It is held on the fourth Tuesday of the month from 9 a.m. to 11 a.m. Feeding America provides food to over 300 participants in the community.
- On Monday, February 3, the Senior Center started AARP tax appointments. Appointments are full, with approximately 25-30 participants each Monday from now through Monday, April 14.
- On Tuesday, February 4, the seniors got to make valentines for loved ones. Open craft time was from 11:30 a.m. to 1:30 p.m.
- On Thursday, February 6, the Senior Center celebrated the Super Bowl with a fun game day. Participants enjoyed several football game related activities with prizes and treats. The seniors came dressed in their favorite football jerseys.
- During the week of Valentines Day, the Senior Center celebrated by having a pop-up event where participants made watercolor hearts that decorated the Senior Center. Then on Friday, February 14, the Senior Center celebrated the actual Valentines Day with trivia, snacks, and games. Approximately 40 seniors participated.
- The VA was at the Senior Center on Thursday, February 20, from 10:30 a.m. to 1:30 p.m. They were here to answer questions on Veterans' benefits.
- On Thursday, February 27, the Senior Center held a grief support class. This program is designed to help seniors in need of support from the death of a loved one.

Recreation Classes

- February had 563 participants attend classes and in March there are 266 participants registered so far.

Alternative Recreation Program

- In February, ARP held its annual Valentine's Dance "Enchanted Evening". Eight (80) participants plus sixty-four (64) guests attended. This event was sponsored by the Murrieta Rotary Club. Care-Rite donated the corsages and boutonnieres and passed out the invitations. Dinner and dessert were served. The DJ played music while the participants danced. A photographer took pictures that were handed out. Another photographer took candid pictures and provided a link to the page where they can download the pictures they liked. The City of Murrieta handed out butterfly magnet souvenirs and a crown key chain. This event was at no cost to the participants and guests.
- In March, ARP will have two events. One is the Frolic and Fiddles event - a tribute to St. Patrick's Day on March 14. There will be a craft project, music, and dancing if they like. Drinks and snacks will be provided. The second event is Space Odyssey, held on March 28. It's a space theme; there will be music and dancing. Drinks and snacks will be provided.

Youth Center

- 2024/2025 registration for the school year is open and currently has 291 participants enrolled. The Youth Center is averaging 110 members checking in per day.
- 2024/2025 fees are \$31.29 for the school year.
- The Youth Center is currently hosting eight successful clubs.
- The Youth Center hours of operations have expanded during the 2024/2025 school year from 7 a.m. to 9 a.m. Before school programming is included with 2024/2025 registration.

Youth Alternative Recreation Program

- Introducing a new program designed for children with intellectual and developmental disabilities. The Youth Alternative Recreation Program focuses on fostering socialization and engagement through interactive activities such as theme parties, games, crafts, and peer-to-peer interactions. The first event takes place on Friday, March 14, 2025, from 6 p.m. to 8 p.m. at the Murrieta Youth Center. The event is open to children ages 5-12, with a participation fee of \$3.00.

Adult Sports

- Adult Sports has resumed registration for spring 2025 season. Adult Softball has a full league of six teams. League play is on Wednesdays.
- Soccer and kickball registration is open, and leagues are projected to begin late March.
- The department is introducing a new, mixed doubles adult pickleball league at Alderwood Park. Team fees are \$50 dollars. The seven-week season will take place in the morning.

The Murrieta Spring Camp

- Spring Camp registration opens Saturday, March 1, 2025. The camp runs from Monday, March 31, to Friday, April 4, from 8 a.m. to 4 p.m. at the Murrieta Youth Center. Open to children ages 5-12, with a weekly fee of \$120.

Allocations

- Spring Allocation are finalized and posted on the city website.

Aquatics Season 2025

- The Murrieta Valley Unified School District confirmed use of the pool at Vista Murrieta High School.
- Representatives from the school district have also approved the schedule: Saturday through Tuesday with programming that will include open swim, lap swim, swimming lessons, and water exercise.
- The Swimming Swan is onboard for lifeguards and swimming lesson instructors.
- Staff is currently researching “tough sheds” to store equipment on site.

FISCAL IMPACT

None.

ATTACHMENTS

1. City of Murrieta 2025 Special Events
2. Spring Ranger Rap Flyer
3. Eggstravaganza Flyer
4. AARP Tax Preparation Flyer
5. Murrieta Youth Center March Calendar
6. Youth ARP Flyer
7. Adult Soccer Flyer
8. Adult Kickball Flyer
9. Adult Pickleball Flyer
10. Spring Camp Flyer

CITY OF MURRIETA

2025 SPECIAL EVENTS

Date	Event Name	Location
Saturday, March 29	Ranger Rap	Copper Canyon Park
Saturday, April 5 & Sunday, April 6	Tour de Murrieta	TSP & Downtown Murrieta
Saturday, April 12	Firefighters BBQ	TSP & Amphitheater
Saturday, April 19	EGGstravaganza	TSP & Amphitheater
Saturday, April 26	Daisy Walk	TSP Veterans Memorial
Saturday, April 26	MVUSD TK Kick Off	TSP Amphitheater
Sunday, April 27	Holocaust Memorial Groundbreaking	Town Square Park
Saturday, May 3	Lily Kelly Ministries 5K	TSP & Amphitheater
Friday, May 16 through Sunday, May 18	NHG Music Fest	TSP & Amphitheater
Monday, May 26	Memorial Day Ceremony	TSP Veterans Memorial
Saturday, June 7	Riverside County Drug OD Prevention 5K	TSP & Amphitheater
Saturday, June 14	Father's Day Car Show	Cal Oaks Sports Park
Saturday, June 28	Birthday Bash	Cal Oaks Sports Park
Saturdays in July	Concerts in the Park	TSP & Amphitheater
Saturday, August 2	Splash Bash	TSP & Amphitheater
Tuesday, August 5	PD National Night Out	TSP & Amphitheater
Saturday, August 16	Orchard Church BBQ	TSP & Amphitheater
Thursday, September 11	September 11 Observance	TSP 9/11 Memorial
Friday, September 12 & Saturday, September 13	NHG Oktoberfest	TSP & Amphitheater
Friday, October 10 & Saturday, October 11	Cruise and Rod Run	Downtown Murrieta
Sunday, October 12	Susan G. Komen More than Pink Walk	TSP & Amphitheater
Saturday, October 25	Trunk or Treat	TSP & Amphitheater
Saturday, November 8 to Sunday, November 16	Field of Honor	TSP & Amphitheater
Tuesday, November 11	Veterans Day Parade	TSP & Downtown Murrieta
2 weeks-early December	Santa Stops	Throughout Murrieta
Saturday, December 6	Donuts with Santa	TSP & Amphitheater
Saturday, December 6	Festival of Trees	TSP & Amphitheater

TSP = Town Square Park
 NHG = Newman Hospitality Group



Spring Ranger Rap



Parks & Recreation Community Outreach Program

Come join us for a day of adventure, learning, and fun!
Meet the rangers, check out some cool reptiles, create an awesome craft!



Ranger Booth
LLL Reptile
Craft
Snacks
Goodie Bags
\$3 per child
Saturday, March 29
9 AM - 11 AM
Ages 3-10

Copper Canyon Park
23790 Via Alisol
Murrieta, CA 92562



SPRING EGGSTRAVAGANZA & RECREATION EXPO



Egg Hunt Times:

3 Years - 9:30 AM
4 Years - 9:45 AM
5 Years - 10:00 AM

6 Years - 10:15 AM
7-8 Years - 10:30 AM
9-10 Years - 10:45 AM

For your child's safety, no parents will be permitted in the main Egg Hunt area! If you must accompany your child, you are able to do so in the 2 & under and special needs area, which will be available from 9:30 AM to 10:30 AM.

The Recreation Expo will be taking place concurrently with the Egg Hunt. Come see all of the classes and programs that the Community Services Department offers and meet all of our amazing instructors!

FOOD VENDORS . PRIZES . FAMILY FUN

04.19.25 | TOWN SQUARE PARK

PLEASE CONTACT MURRIETA COMMUNITY SERVICES DEPARTMENT WITH QUESTIONS

(951) 304-PARK (7275).

FREE AARP TAX PREPARATION

Taxes will be prepared Monday's starting February 3 to April 14.

Appointments can be booked Monday - Friday from 8 a.m. - 4 p.m. by calling the tax appointment hotline.

Space is limited. Sign up today.

*Preparers will only complete simple tax forms



To make an appointment, call the tax appointment hotline listed below:

(951)461-6108



MARCH 2025

SUN MON TUE WED THU FRI SAT

23 24 25 26 27 28 1

2 3 4 5 6 7 8

Dot Art



Mario Kart Tournament



Lego Club



Leprechaun Treats



Karaoke



Just Dance Tournament



Lighting Tournament



Book Club



Neos Tournament



Basketball Game



Scavenger Hunt



Soccer Game



St. Patrick's Day Minute To Win It



Dodgeball Tournament



Hide and Seek



Roblox Competition



Sports Recap



PAJAMA DAY

Wear your Baseball Jersey



Karaoke



30 31

Sorry We're CLOSED

1

2

3


4

5





YOUTH ALTERNATIVE RECREATION



**MARCH 14
6 PM - 8 PM**

AGES 5-12

THIS PROGRAM IS DESIGNED FOR CHILDREN WITH INTELLECTUAL AND DEVELOPMENTAL DISABILITIES.

THE PROGRAM WILL FOSTER SOCIALIZATION AND ENGAGEMENT THROUGH A VARIETY OF INTERACTIVE ACTIVITIES, INCLUDING THEMED PARTIES, GAMES, CRAFTS, AND PEER INTERACTIONS.

COME ENJOY LIGHT REFRESHMENTS, GAMES & CRAFTS.



MURRIETA YOUTH CENTER
40644 CAL OAKS ROAD
MURRIETA, CA 92562



951-461-6104



COST: \$3.00 PER CHILD

REGISTER ONLINE AT

WWW.MURRIETACA.GOV/CLASSES

(GUARDIANS AND CAREGIVERS ARE FREE)



ADULT SPORTS

ADULT SOCCER LEAGUE

**WEDNESDAY MEN'S LEAGUE
ONLINE REGISTRATION**

FEBRUARY 4 - MARCH 3, 2025

TEAM FEE: \$455

**SEASON STARTS: MARCH 16, 2025
LOS ALAMOS HILLS SPORTS PARK**

For more information, please call (951) 461-6117

To register visit

www.MurrietaCA.gov/adultsports



ADULT SPORTS

ADULT KICKBALL LEAGUE

**FRIDAY COED LEAGUE
ONLINE REGISTRATION**

FEBRUARY 4 - MARCH 3, 2025

TEAM FEE: \$300

**SEASON STARTS: MARCH 14, 2025
CALIFORNIA OAKS SPORTS PARK**

For more information, please call (951) 461-6117

To register visit

www.MurrietaCA.gov/adultsports



ADULT PICKLEBALL LEAGUE

**WEDNESDAY'S
COED MIXED DOUBLES LEAGUE
ONLINE REGISTRATION**

FEBRUARY 4 - MARCH 3, 2025

TEAM FEE: \$50

SEASON STARTS: MARCH 12, 2025

ALDERWOOD PARK

For more information, please call (951) 461-6117

To register visit

www.MurrietaCA.gov/adultsports

MURRIETA SPRING Camp

\$120

(Additional child discount \$15.00)

Daily games, sports, crafts, activities, and more!

3/31 – 4/4

8:00 a.m. – 4:00 p.m.

Suitable for ages 5–12



**Murrieta Youth Center
40644 Cal Oaks Road
Murrieta, CA 92562**

For more information: www.MurrietaCA.gov/classes | 951-461-6105



CITY OF MURRIETA

Parks and Recreation Commission

Meeting Agenda Report

3/6/2025
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:

- Construction Design Package submitted for plan check on schedule on 1/30/25
- Pre-bid Council presentation planned for 3/18/25
- Anticipate bid package to be published by early May
- Goal is to break ground on construction by July/August 2025

Town Square Parking Lot & Monument:

- Construction began 11/14/24
- Parking Lot Location: drainage improvements and concrete work completed; parking lot just needs asphalt top which will be laid when landscape all surrounding improvements completed.
- Monument Location: CMU structure mostly complete; retaining wall completed; concrete sidewalks completed
- SCE Power Connection: trenches and conduit completed at both transformers. SCE connected power.
- Electrical: trenching for conduit to run power from parking lot panel to site lighting along back of city hall to monument to be completed by 2/14/25
- Video boards to be installed 2/13/25

Tot Lot Replacement Project, Phase 1, Gametime Equipment Sites

- Monte Vista: Construction substantially completed. Safety fencing will be installed by end of February, then park will open.
- Northstar: Experienced significant equipment fitment issues and ADA access issue that required custom equipment. On track to be completed by the end of February
- Palomar: Construction completed and park is open. New safety fencing will be installed in February.
- Oak Terrace: Construction substantially completed. Safety fencing will be installed by end of Feb and then park will open.

Glen Arbor Dog Park

- Bid opportunity published 1/15/25; due 2/17/25
- Will take construction contract to Council on 3/18; start construction first week of April
- Onboarding new construction management and labor compliance consultant, Cumming Group, to assist
- Shade structures and other furnishings (co-op purchasing contract) have been ordered and expected to be delivered in February

Los Alamos Hills Sports Park EV Charging Station

- Design and construction of 9 head charging station being completed and paid for by SCE Charge Ready Program
- Once construction completed, then City will install EV chargers on prepared pads and conduit
- SCE has notified staff that all paperwork for project is completed and just waiting on electrical switchgear.
- Anticipate construction to begin in February 2025.

Community Center Tennis Court Lighting

- On hold until fixtures for Cal Oaks Tennis Courts are selected by lighting design consultant so consistent fixtures will be used at both locations
- Anticipate installation of new lights by April/May 2025

Firefighters Park Pickleball Courts

- Final design has been signed by City Engineer & approved by B&S
- Decision on construction will take place once final costs for Alderwood are determined

Alderwood Pickleball Courts

- In design, 100% plans to complete by end of February
- Once plans are completed, then Job Order Contracting (JOC) through a co-op purchasing will be used to develop a proposal for construction
- Construction contract will need Council approval due to cost (April/May)
- Anticipate construction to begin by May 2025

Cal Oaks Tennis Court Lighting

- Plans completed
- Have given plans to electrical contractor to create a Job Order Contracting Proposal via Gordian/Sourcewell cooperative purchasing
- Construction contract will need Council approval due to anticipated cost
- Anticipate construction to begin by April/May 2025

Parks and Recreation Master Plan Update and Trails Master Plan

- The project team and the consultant (RJM) met with representatives from the City Manager's office, who in turn provide feedback on both master plan documents.
- Staff has received the revised drafts that includes the feedback received from the City Manager's office. Staff is currently reviewing the revised drafts.
- Staff will coordinate a special meeting with the Parks and Recreation Commission to review the documents.

Parks Maintenance - Repairs, Inspections, Miscellaneous

- Maintenance crews have been busy repairing vandalism at the Cal Oaks restrooms. While under repair, to prevent further vandalism, restroom doors will be locked in the afternoons during high traffic times. A porta-potty has been installed onsite for use when restrooms are closed.
- Parks Maintenance is waiting on bonds to move forward with the repairs at the Ridder House located at the Equestrian Park. Council approved the funding in December.
- The City's contractor has completed the repairs and replaced the HVAC unit at the Murrieta Museum.
- Field lighting has been replaced at Los Alamos Hills Sports Park, Cal Oaks Sports Park, and Alta Murrieta Sports Park.
- Broken windows have been replaced at Copper Canyon Park.
- Fire extinguishers have been serviced at all CSD facilities.
- Maintenance crews have worked to resolve irrigation problems in the Youth Center field.
- Pickleball netting has been replaced at Alderwood Park.
- A water bottle filling station has been installed at Town Square Park with additional fountains to be purchased in spring.
- Temporary "No Dogs Off-leash" signs have been posted at Los Alamos Hills Sports Park.
- CSD staff are working on having new Park Rules signs made to include e-conveyance ordinance.

FISCAL IMPACT

None.

ATTACHMENTS

1. Park Ranger Monthly Report - November 2024
2. Park Ranger Monthly Report - December 2024
3. Park Ranger Monthly Report - January 2025

**City of Murrieta - Community Services
Park Ranger Detail**

**Monthly Summary
Period: November 2024**



Date	Park Patrol	Warnings verbal	Citation/warning citations	Arrest	Safety	Skateboarders	Vandalism	Taggers	Graffiti	veh in red/yellow zone	Veh checks/in park after dark	Restroom Animals	Restroom Checks	Community Events	Persons in park after dark	School Visits	First Aid	Maintenance	Notes	
11/01/24	72	5	0	0	0	0	0	0	0	0	3	24	0	0	0	0	0	0	0	Drone patrol at Murrieta Creek
11/02/24	33	9	0	1	0	0	0	0	0	4	3	0	7	0	0	0	0	0	0	Vehicles parked in red @ LAHSP; Ebikes @ Torrey Pines
11/03/24	40	3	0	0	0	0	0	0	0	0	4	2	0	0	1	0	0	0	0	
11/04/24	39	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
11/05/24	68	11	0	0	0	0	0	0	0	0	3	6	30	0	7	0	0	0	0	
11/06/24	94	15	0	0	0	0	0	0	0	1	5	5	34	0	5	0	0	0	0	
11/07/24	76	5	0	0	0	0	0	0	0	0	3	2	45	0	0	0	0	0	0	Commissioners Meeting
11/08/24	68	3	1	0	0	0	0	0	0	0	0	0	24	0	3	0	0	0	0	Extra patrol LAHSP; Drone patrol
11/09/24	34	7	0	0	0	0	0	0	0	0	7	0	10	0	2	0	0	0	0	
11/10/24	30	14	0	0	0	0	0	0	0	0	12	0	1	0	5	0	0	0	0	Burnt toilet paper in mens restroom
11/11/24	14	1	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1	Womens restroom locked @ COSP
11/12/24	73	5	0	0	0	0	0	0	0	0	1	4	31	0	0	0	0	0	1	
11/13/24	83	14	0	0	0	0	0	0	0	0	6	7	28	0	6	0	0	0	0	
11/14/24	40	2	0	0	0	0	0	0	0	0	0	2	25	0	0	0	0	0	0	
11/15/24	39	6	0	0	0	0	0	0	0	0	2	0	18	0	6	0	0	0	0	
11/16/24	38	2	0	0	0	0	0	0	0	0	2	0	9	0	0	0	0	0	1	Bathroom lights out @ COSP
11/17/24	32	3	0	0	0	0	0	0	0	0	1	0	4	0	0	0	0	0	1	Parking lot lights out @ Torrey Pines
11/18/24	44	0	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	
11/19/24	76	4	0	0	0	0	0	0	0	0	0	4	26	0	0	0	0	0	0	
11/20/24	73	7	1	0	0	0	0	0	0	0	3	2	23	0	2	0	0	0	0	
11/21/24	74	12	0	0	0	0	0	0	0	0	9	2	34	0	1	0	0	0	0	
11/23/24	32	7	0	0	0	0	0	0	0	0	7	0	10	0	2	0	0	0	0	
11/24/24	32	3	0	0	0	0	0	0	0	0	2	1	0	0	0	0	0	0	0	
11/25/24	43	2	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	
11/26/24	68	14	0	0	0	0	0	0	0	0	5	6	30	4	0	0	0	0	0	
11/27/24	75	5	0	0	0	0	0	0	0	0	0	6	20	0	0	0	0	0	0	
11/29/24	40	10	0	0	0	0	0	0	0	0	2	5	31	0	3	0	0	0	0	
11/30/24	33	5	1	0	0	0	0	0	0	0	5	0	11	0	1	0	0	0	0	Cite @ Vintage Reserve Park
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
TOTAL	1463	174	4	1	0	0	0	0	0	5	83	60	475	4	44	0	0	0	4	

**City of Murrieta - Community Services
Park Ranger Detail**

Monthly Summary
Period: December 2024



Date	Park Patrol	Warnings verbal	Citationw/s/warning citations	Arrest	Safety	Skateboarders	Vandalism	Taggers	Graffiti	veh in red/yellow zone	Veh.checks/in park after dark	Untethered Animals	Restroom Checks	Community Events	Persons in park after dark	School Visits	First Aid	Maintenance	Notes	
12/01/24	32	3	0	0	0	0	0	0	0	1	0	2	1	0	0	0	0	0	2	Ice Cream truck @ LAHSP: Wms light out @ Mapleton
12/02/24	35	5	0	0	1	0	0	0	0	0	2	1	1	0	1	0	0	0	0	
12/03/24	79	4	0	0	0	0	0	0	0	0	0	4	24	0	0	0	0	0	0	
12/04/24	40	0	0	0	0	0	0	0	0	0	0	0	30	0	0	0	0	0	0	
12/05/24	39	3	0	0	0	0	0	0	0	0	0	3	22	0	0	0	0	0	0	
12/06/24	72	7	0	0	0	0	0	0	0	2	2	26	0	5	0	0	0	0	0	
12/07/24	31	8	0	0	0	0	0	0	0	3	0	0	0	2	0	0	0	0	0	Unpermitted practice @ LAHSP
12/08/24	34	5	1	0	0	0	0	0	0	0	2	4	1	0	0	0	0	1	0	
12/09/24	38	5	0	0	0	0	0	0	0	4	0	0	0	4	0	0	0	0	0	Vendor at COSP
12/10/24	77	4	0	0	0	0	0	0	0	2	3	25	0	0	0	0	0	0	0	
12/11/24	71	2	0	0	0	0	0	0	0	1	2	28	0	0	0	0	0	0	0	
12/12/24	81	4	0	0	0	0	0	0	0	3	2	23	0	3	0	0	0	0	0	
12/13/24	38	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Extra Patrol LAHSP
12/14/24	37	4	0	0	0	0	0	0	0	3	2	17	0	3	0	0	0	0	0	
12/15/24	40	2	1	0	0	0	0	0	0	6	0	0	0	0	0	0	0	0	0	
12/16/24	38	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	
12/17/24	83	9	0	0	0	0	0	0	0	3	2	20	0	4	0	0	0	0	0	
12/18/24	101	8	2	0	0	0	0	0	0	4	3	22	0	2	0	0	0	0	0	Cite @ LAHSP
12/19/24	39	4	0	0	1	0	0	0	0	2	1	7	0	6	0	0	0	0	0	E Bikes @ Torrey Pines
12/20/24	75	10	0	0	0	0	0	0	0	2	0	7	21	8	0	0	0	0	0	
12/21/24	36	10	1	0	0	0	0	0	5	5	0	11	0	2	0	0	0	0	0	cite @ COSP
12/22/24	28	9	0	0	1	0	0	0	0	2	2	13	0	0	0	0	0	0	0	
12/24/24	39	2	0	0	0	0	0	0	0	0	2	18	0	0	0	0	0	0	0	
12/26/24	40	2	0	0	0	0	0	0	0	1	0	23	0	2	0	0	0	0	0	
12/27/24	37	9	0	0	0	0	0	0	0	7	1	8	0	2	0	0	0	0	0	
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
TOTAL	1260	119	5	0	3	0	0	0	0	6	53	34	330	22	44	0	0	3		

**City of Murrieta - Community Services
Park Ranger Detail**

Monthly Summary
Period: January 2025



Date	Park Patrol	Warnings verbal	Citation/warning citations	Arrest	Safety	Skateboarders	Vandalism	Taggers	Graffiti	veh in red/yellow zone	Veh.checks/in park after dark	Untethered Animals	Restroom Checks	Community Events	Persons in park after dark	School Visits	First Aid	Maintenance	Notes
01/01/25	30	3	0	0	0	0	0	0	0	1	0	0	3	0	0	0	0	0	
01/03/25	67	18	0	0	8	0	0	0	0	0	6	27	0	4	0	0	0	0	
01/04/25	38	3	0	0	0	0	0	0	0	3	2	7	0	3	0	0	0	0	
01/05/25	23	5	0	0	0	0	0	0	0	5	0	0	0	1	0	0	0	0	
01/06/25	40	1	0	0	0	0	0	0	0	4	0	0	0	4	0	0	0	0	
01/07/25	70	8	0	0	0	0	0	0	0	2	7	24	0	0	0	0	0	2	Extra Patrol LAHSP
01/08/25	60	5	0	0	1	0	0	0	0	5	0	15	0	2	0	0	0	0	Dirt Bike Rancho Acacias Park
01/09/25	72	3	1	0	0	0	0	0	0	3	0	31	0	3	0	0	0	1	Extra Patrol LAHSP
01/10/25	40	3	0	0	0	0	0	0	0	2	0	24	0	3	0	0	0	0	
01/11/25	36	2	1	0	0	0	0	0	0	3	0	7	0	1	0	0	0	1	1 Cite @ Torrey Pines Park
01/12/25	36	3	0	0	0	0	0	0	0	1	1	0	0	2	0	0	0	0	
01/13/25	35	2	0	0	0	0	0	0	0	1	0	0	0	1	0	0	0	1	Torrey Pines parking lot lights out
01/14/25	32	2	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	2	
01/15/25	88	9	0	0	1	0	0	0	0	6	2	30	0	1	0	0	0	0	Extra Patrol LAHSP
01/16/25	72	5	0	0	0	0	0	0	0	1	4	0	33	0	0	0	0	0	Extra Patrol LAHSP
01/17/25	40	0	0	0	0	0	0	0	0	0	0	27	0	0	0	0	0	0	
01/18/25	35	9	0	0	1	0	0	0	0	6	0	9	0	4	0	0	0	0	Juvis afterhours in skatepark; advised
01/19/25	23	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	
01/21/25	74	7	0	0	0	0	0	0	0	2	2	27	0	4	0	0	0	0	Extra Patrol LAHSP
01/22/25	120	9	0	0	0	0	0	0	0	3	2	27	0	0	0	0	0	0	PIT Count; Ebikes @ COSP
01/23/25	54	3	0	0	0	0	0	0	0	3	0	29	0	0	0	0	0	0	Extra Patrol LAHSP; Assist Fire w/traffic
01/24/25	79	14	0	0	0	0	0	0	0	7	0	37	0	14	0	0	0	0	Extra Patrol COSP & LAHSP
01/25/25	37	7	1	0	0	0	0	0	0	8	1	8	0	2	0	0	0	0	1 Cite @ Warmsprings Park
01/26/25	35	8	0	0	0	0	0	0	0	9	2	0	0	2	0	0	0	0	
01/27/25	39	3	0	0	0	0	0	0	0	3	0	0	0	0	0	0	0	0	Extra Patrol COSP
01/28/25	71	0	0	0	0	0	0	0	0	0	0	31	0	0	0	0	0	0	Extra Patrol LAHSP & COSP; Fields Closed
01/29/25	81	6	2	0	0	0	0	0	0	2	1	14	0	3	0	0	0	0	Extra Patrol LAHSP & COSP
01/30/25	41	4	0	0	0	0	0	0	0	3	2	7	0	3	0	0	0	0	
01/31/25	76	7	0	0	0	0	0	0	0	6	2	29	0	6	0	0	0	0	Extra Patrol COSP
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
TOTAL	1544	150	5	0	11	0	0	0	0	1	94	31	443	0	66	0	0	7	



CITY OF MURRIETA

City Council Meeting Agenda Report

3/6/2025
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: Lea Kolek, Parks and Community Service Manager

SUBJECT: Park Assignments

RECOMMENDATION

Receive information on park assignments and discuss their distribution amongst the Commissioners.

PRIOR ACTION/VOTE

None

CITY COUNCIL GOAL

Coordinate and deliver responsive, effective community services.

BACKGROUND

The Parks and Recreation Commission plays a key role in preserving the quality and functionality of the City's parks. By assigning Commissioners to specific parks, the City benefits from having additional "eyes" on its facilities. Commissioners can assist staff by spot-checking park conditions, identifying areas needing attention, and ensuring that the City parks remain safe, clean, and welcoming for all residents. This collaborative approach enhances both maintenance efficiency and community engagement.

The previous discussion of park assignments took place in January 2024. Since then, City Council has appointed Commissioner Parker to a second four-year term and Commissioner Fernandez to a first term. Upon Commissioner Gilliland's appointment in April 2024, she was automatically assigned Commissioner Akers' park assignments.

In addition, the school district recently removed all the amenities previously installed by the Community Services Department some 28 years ago due to age and needed repairs; therefore, this facility can no longer be considered a Murrieta park. Fortunately, maintenance has created a small pocket park at the trailhead for the Toulon Trail and this parklet facility is to be included in the park inventory. The number of parks in Murrieta remains the same at 53. The assignment of Toulon Park can be discussed this evening.

Although the Parks Maintenance Division routinely attends to City parks by emptying trash, cleaning restrooms, removing graffiti, addressing liabilities and vandalism, and making needed repairs or noting deficiencies, Commissioners contribute by spot-checking the facilities under staff's care and acting as an extra set of eyes.

The attachment to this report is the Park Assignment Form, which Commissioners can use while on-site reviewing facilities. The form is a tool to assist Commissioners in noting and tracking needed corrections. Commissioners may report issues such as fallen trees, broken irrigation, graffiti, and vandalism either directly to staff by phone or email, by using the Park Assignment Form, or by using the City's Fix-it App.

Once a park review is completed, Commissioners using the "form" method to note any deficiencies can send them to staff for review or correction. Forms can be scanned and emailed to staff, dropped off at City Hall, or handed to staff at the next Parks and Recreation Commission meeting for non-urgent items.

Summary of the last park assignments by Commissioner:

Commissioner				
Gilliland	Collopy	Wood	Hunneman	Parker
Antelope Hills Park	California Oaks Sports Park	Antigua Park	Alta Murrieta Sports Park	B Street Station
Alderwood Park	Copper Canyon Park - Lower & Upper	Bear Valley Park 1	Barratt Park	Calle Estancia Park
Blackmore Ranch Park	Eastgate Park	Bear Valley Park 2	Century Park	Equestrian Park
Creekside Villages Park	Glen Arbor Park	Calle Cipres Park (Oak Tree)	Community Center/Hunt Field	Firefighters Park
Echo Canyon Park	Grizzly Ridge Park	Carson Park	Crystal Aire Park	Mapleton Park
Los Alamos Hills Sports Park	Montafino Park	Mira Mosa Park	Falcon's View Park	Rancho Acacia Park
Oak Terrace Park	Mountain Pride Park	Monte Vista Park	Meadowridge Park	Springbrook Park
Oak Mesa Park	Oxford-Oak Tree Park	Northstar Park	Sycamore Park	Torrey Pines Park
Pond Park	Warm Springs Park & Preserve	Palomar Park	Sykes Ranch Park	Valley Vista Park
Rosewood Park	Whitewood Park	Shady Maple Park	Town Square Park	Vintage Reserve Park
			Pioneer Park	

FISCAL IMPACT

None

ATTACHMENTS

1. Commission Park Assignment Form - DRAFT



**Parks and Recreation Commission
ASSIGNMENT FORM**

Commissioner Name: _____ **Date:** _____

Commissioner Collopy (Orange) Commissioner Fernandez (Blue) Commissioner Gilliland (Yellow)
Commissioner Hunneman (Green) Commissioner Parker (Purple)

*GRAFFITI
*VANDALISM
*TRASH

NOTES/COMMENTS

(e.g., damaged equipment, broken irrigation, overgrown plant material, etc.)

PARK NAME

YES or NO

Alta Murrieta Sports Park

Antelope Hills Park

Alderwood Park

Antigua Park

Barratt Park

Bear Valley Park - 1

Bear Valley Park - 2

Blackmore Ranch Park

B Street Station

California Oaks Sports Park

Calle Cipres Park (Oak Tree)

Calle Estancia Park

Carson Park

Century Park

Cole Canyon Natural Park/Trail System

Copper Canyon Park - Lower & Upper

Creekside Villages Park

Crystal Aire Park

Eastgate Park

Echo Canyon Park

Equestrian Park

Falcon's View Park

Firefighters Park

Glen Arbor Park

Grizzly Ridge Park

Hunt Park

Los Alamos Hills Sports Park

Mapleton Park

Meadowridge Park



**Parks and Recreation Commission
ASSIGNMENT FORM**

Commissioner Name: _____ **Date:** _____

Commissioner Collopy (Orange) Commissioner Fernandez (Blue) Commissioner Gilliland (Yellow)
Commissioner Hunneman (Green) Commissioner Parker (Purple)

*GRAFFITI
*VANDALISM
*TRASH

NOTES/COMMENTS

(e.g., damaged equipment, broken irrigation, overgrown plant material, etc.)

PARK NAME	YES or NO	
Mira Mosa Park		
Montafino Park		
Monte Vista Park		
Mountain Pride Park		
Northstar Park		
Oak Terrace Park		
Oak Mesa Park		
Oxford-Oak Tree Park		
Palomar Park		
Pioneer Park		
Pond Park		
Rancho Acacia Park		
Rosewood Park		
Shady Maple Park		
Springbrook Park		
Sycamore Park		
Sykes Ranch Park		
Torrey Pines Park		
Toulon Park - Not Assigned Yet		
Town Square Park		
Valley Vista Park		
Vintage Reserve Park		
Warm Springs Park & Preserve		
Whitewood Park		



CITY OF MURRIETA

City Council Meeting Agenda Report

3/6/2025
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: Lea Kolek, Parks and Community Service Manager

SUBJECT: Renaming Bear Valley Park 2 and Mapleton Trails

RECOMMENDATION

Discussion relating to renaming Bear Valley Park 2 and all three trails in Mapleton tract.

PRIOR ACTION/VOTE

On March 10, 1994, the Murrieta Parks and Recreation Commission adopted a policy for naming park and recreation facilities.

On April 5, 1994, the Community Services District Board ratified the Commission resolution adopting a policy establishing procedures for the naming of park and facilities.(Vote: 4-0).

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

On May 4, 2023, the Commission appointed Commissioners Hunneman and Colopy 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 (Vote: 4-0).

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 (Vote: 4-0).

On August 20, 2024, the Community Services District Board of the Murieta Community Services District adopted Resolution No. CSD 24-282, which revised the Naming of Parks and Recreation Facilities Policy (Vote: 5-0).

CITY COUNCIL GOAL

Coordinate and deliver responsive, effective community services.

BACKGROUND

A clear and concise naming policy for parks and facilities is essential for fostering a strong sense of community identity and ensuring ease of navigation for residents and visitors alike. Well-thought-out names not only reflect the character and history of an area but also provide practical benefits by minimizing confusion and creating a unified framework for recognizing and locating public spaces. The Board's past efforts to establish a consistent naming policy ensure that names are meaningful, relevant, and accessible, thereby enhancing the overall experience for those who utilize the City's valued community resources.

Staff is bringing before the Board a request to rename Bear Valley Park 2 as well as three trails in the Mapleton tract.

Bear Valley Park 2

Bear Valley Park 1 and 2 were transferred from Riverside County when the City acquired oversight of the existing parks and common areas from County Service Area 143 on July 1, 1993, two years after the City's incorporation. Bear Valley Park 1 already has existing monumentation displaying its name. Bear Valley Park 2 is located off Rustic Road and Calle Cipres to the south and Bending Oak Court to the north, in the Bear Valley tract. It is a passive park, approximately 4 acres in size, with a small, flat turf area and a grove of oak and pine trees. Other than a lone picnic area, there are no other notable amenities.

Suggested Park Names

- The "Rustic" Theme
 - Rustic Field Park
 - Rustic Oak Park
 - Rustic Ridge Park
- The "Oak" Theme
 - Englemann Oak Park
 - Whispering Oaks Park
 - Heritage Oak Park
- Oso Valle Park

Mapleton Trail A

This trail borders the mitigation area to the north of the Mapleton tract, with access from Whitewood Road (just before the Menifee city limits) as well as from several cul-de-sacs. It is straight except for an end loop for turning around. The cul-de-sacs are named after plants and flowers such as Cyclamen, Delphinium, Eugenia, Honeysuckle, Iris, Marigold, Nandina, Poppy, Shamrock Thyme, and Zinnia.

Suggested Trail Names

- Whitewood Channel Trail
- Channel Creek Trail
- Floral Loop Trail
- Garden Loop Trail
- Meadowview Loop

Mapleton Trail B

This trail loops around Mapleton Park. It is a "lollipop" trail where users start at one end, complete the loop, and return the way they came in, with access from both Shamrock and Poinsettia Streets.

Suggested Trail Names

- Mapleton Loop Trail / Mapleton Park Loop Trail
- Shamrock Loop Trail
- Poinsettia Loop Trail

Mapleton Trail C

This trail runs along a Southern California Edison easement, extending approximately 1,500 feet from Petunia Street to Poinsettia Street. It then crosses Poinsettia Street and continues until Keller Road. The trail is straight, with no loops or “ins and outs.”

Suggested Trail Names

- Keller Point Trail
- Poinsettia Street Trail
- Utility Trail
- Straightaway Trail
- Easement Way

FISCAL IMPACT

None

ATTACHMENTS

1. Naming of Parks and Recreation Facilities Policy

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 recreation 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

Lori Stone, President



ATTEST:

Cristal M

Cristal McDonald, Secretary

APPROVED AS TO FORM:

Tiffany Israel

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: DeForest, Levell, Holliday, Warren, Stone

NOES: None

ABSENT: None

ABSTAIN: None



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.



CITY OF MURRIETA

Parks and Recreation Commission

Meeting Agenda Report

3/6/2025
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: Lea Kolek, Parks and Community Service Manager

SUBJECT: Off-Leash Dogs Discussion

RECOMMENDATION

Discussion relating to off-leash dogs in City parks.

PRIOR ACTION/VOTE

On November 7, 2024, Commissioner Hunneman requested and obtained consensus to bring back, at a regular Parks and Recreation Commission meeting, the topic of off-leash dogs in City parks.

CITY COUNCIL GOAL

Provide a high level of innovative public safety.

BACKGROUND

Based on public comments received at the November 7, 2024 Parks and Recreation Commission meeting, the Board wanted to have a discussion relating to dogs off-leash in parks.

The mission of the City's Parks and Recreation Department is to provide safe, clean, beautiful, and accessible facilities, parks, and open spaces. Park Rangers are instrumental in providing park security and safety. Park Rangers patrol parks daily, enforcing City ordinances and park rules, inspecting for unsafe conditions, and addressing maintenance concerns. Regarding safety, the goal for Park Rangers is compliance with City ordinances and rules. In many cases, patrons of the City's parks are not aware of the rules regarding off-leash dogs. The Park Rangers, therefore, attempt to provide education leading to compliance when making initial contacts with those patrons with off-leash pets; however, the Park Rangers do have the authority to cite individuals not complying with City ordinances.

The Murrieta Municipal Code that covers animals in parks is MMC 12.08.100 and states in full: "No person shall bring into any public park any cattle, horse, mule, goat, sheep, swine, dog, cat or any animal of any kind, except that dogs or cats may be permitted in the park on a leash under full control of the owner or person in

possession. Those who own or have possession of a dog or cat within a park must collect, pick up, and remove all feces left behind by said animal in or upon the park. This section shall not apply to mounted police patrol.”

The Murrieta Municipal Code that covers the general penalties for all City codes is MMC 1.32. This Code allows for penalties as follows:

- Fine not exceeding \$100 for first violation;
- Fine not exceeding \$200 for second violation of the same ordinance within one year;
- Fine not exceeding \$500 for each additional violation of the same ordinance within one year.

The following measures have been taken in addressing recent off-leash dog concerns at Los Alamos Hills Sports Park:

1. City Additional Patrols
 - a. Park Rangers are patrolling at 9:00 AM - First offense is a warning; second offense is a citation.
 - b. Park Monitors are approaching owners with off-leash dogs during their various shifts.
 - c. Supervisory staff is patrolling every other Thursday beginning around 9:30 AM.
 - d. Supervisory staff is patrolling every other Friday beginning around 10:30 AM.
2. Animal Friends of the Valley Patrols
 - a. Officers to patrol Monday through Friday at 9 AM starting Monday, February 24.
 - b. An on-call patrol will be made at least twice a week during the 7 AM hour.
 - c. Additional patrols of this park will be made if an officer is in the area at any time.
 - d. First offense is a warning; second offense is a citation. All citations are forwarded to staff that same day for Park Rangers to track.
 - e. These are temporary patrols with a follow up evaluation to be conducted in one month.
3. Social Media
 - a. Posts have been made to CSD, City Hall, and PD’s Facebook pages.
 - b. Posts have been made to the City’s Nextdoor account.
 - c. Posts have been made to the City’s Instagram account.
4. Additional temporary signage has been placed at the three entrances to the park, the ballfield area and soccer fields 4, 5, and 6.
5. Community Outreach
 - a. Flyers about approved off-leash areas will be available at all City events.
 - b. Information about construction of the City’s third off-leash dog park can be found on the City’s website and will be periodically posted to social media outlets

FISCAL IMPACT

None

ATTACHMENTS

1. MMC 12.08.100 Animals
2. MMC 1.32 General Penalties
3. Community Outreach Flyer

12.08.100 Animals.

No person shall bring into any public park any cattle, horse, mule, goat, sheep, swine, dog, cat or any animal of any kind, except that dogs or cats may be permitted in the park on a leash under full control of the owner or person in possession. Those who own or have possession of a dog or cat within a park must collect, pick up, and remove all feces left behind by said animal in or upon the park. This section shall not apply to mounted police patrol.

(Ord. 220 § 8, 2000)

Chapter 1.32

GENERAL PENALTY

Sections:

- 1.32.010 Violation--Penalty.**
- 1.32.020 Aiding and abetting.**
- 1.32.030 Establishment of offenses as infractions.**
- 1.32.040 Punishments.**
- 1.32.050 Attorney fees.**
- 1.32.060 Civil penalties.**

1.32.010 Violation--Penalty.

The city council of the city intends to secure compliance with the provisions of this code. To the extent that such compliance may be achieved by less drastic methods of enforcement, the following alternate, separate and distinct methods may be utilized. Each method set forth herein is intended to be mutually exclusive and does not prevent concurrent or consecutive methods being used to achieve compliance against continuing violations. Each and every day any such violations exist constitutes a separate offense. Notwithstanding any other provision of this code, each violation of the provisions of this code may be enforced alternatively as follows:

A. **Infraction.** Any person violating any of the provisions or failing to comply with any of the mandatory requirements of this code may be prosecuted for an infraction. Written citations for infractions may be issued by police officers or nonsafety employees designated by Section 1.28.020 of this code. Any person convicted of an infraction under the provisions of this code shall be punishable either by fines as is specified in the currently adopted Uniform Infraction Bail Schedule used by the Riverside County Three Lakes Municipal Courts, or where no fine is specified therein by:

1. A fine not exceeding one hundred dollars (\$100.00) for a first violation;
2. A fine not exceeding two hundred dollars (\$200.00) for a second violation of the same ordinance within one year;
3. A fine not exceeding five hundred dollars (\$500.00) for each additional violation of the same ordinance within one year.

B. **Misdemeanor.** Any person violating any of the provisions or failing to comply with any of the mandatory requirements of this code may be prosecuted for a misdemeanor. Written citations for misdemeanors may be issued by police officers or by nonsafety employees designated by Section 1.28.020 of this code. Any person convicted of a misdemeanor under the provisions of this code shall be punished by a fine not exceeding one thousand dollars (\$1,000.00) or imprisonment for a term not exceeding six months, or by both such fine and imprisonment.

C. **Civil Action.** The city attorney, by and at the request of the city council, may institute an action in any court of competent jurisdiction to restrain, enjoin or abate the condition(s) found to be in violation of the provisions of this code, as provided by law.

D. **Administrative Citation.** Upon a finding by the city official vested with the authority to enforce the various provisions of this code that a violation exists, he or she may issue an administrative citation under the provisions of Chapter 1.26.

(Ord. 207 § 1, 1999; Ord. 3 § 1 (part), 1991; prior code § 1.01.200)

1.32.020 Aiding and abetting.

Whenever in this code any act or omission is made unlawful, it shall include causing, allowing, permitting, aiding, abetting, suffering, or concealing the fact of such act or omission.

(Ord. 3 § 1 (part), 1991; prior code § 1.01.210)

1.32.030 Establishment of offenses as infractions.

Any violation expressly declared to be punishable, in the discretion of the court, by either a fine, or by a fine or imprisonment, or both, shall become an infraction for all purposes under any of the following circumstances:

- A. Where a judgement imposes a punishment of a fine not exceeding one hundred dollars (\$100.00) in the case of a first offense;
- B. When the court grants probation to a defendant without the imposition of a sentence and, at the time of granting probation, or on application of the defendant or probation officer thereafter, the court declares the offense to be an infraction; or
- C. When the city attorney or any deputy district attorney files in a court having jurisdiction over misdemeanor offenses a

complaint specifying that the offense is an infraction.

(Amended during 8/00 supplement; Ord. 3 § 1 (part), 1991: prior code § 1.01.220)

1.32.040 Punishments.

A. Any person convicted of a misdemeanor under the provisions of this code shall be punishable by a fine of not more than one thousand dollars (\$1,000.00), or by imprisonment in the county jail for a period not exceeding six months, or by both such fine and imprisonment.

B. Any person convicted of an infraction under the provisions of this code shall be punishable for a first conviction by a fine of not more than one hundred dollars (\$100.00), for a second conviction within a period of one year by a fine of not more than two hundred dollars (\$200.00), and for a third or any subsequent conviction within a period of one year by a fine of not more than five hundred dollars (\$500.00).

(Amended during 8/00 supplement; Ord. 3 § 1 (part), 1991: prior code § 1.01.230)

1.32.050 Attorney fees.

The prevailing party in any action, administrative proceeding, or special proceeding to abate a public nuisance, or in any appeal or other judicial action arising therefrom, shall be entitled to recover its reasonable attorneys' fees. Recovery of attorneys' fees shall be limited to those actions or proceedings in which the city elects, at the initiation of that individual action or proceeding, to seek recovery of its own attorneys' fees. In no action or proceeding shall an award of attorneys' fees to a prevailing party exceed the amount of reasonable attorneys' fees incurred by the city in the action or proceeding.

(Ord. 608-24 § 3, 2024; Ord. 299 § 1, 2004)

1.32.060 Civil penalties.

A. The council finds that there is a need for alternative methods of enforcement of the Murrieta Municipal Code and applicable state codes in addition to the penalties provided by Section 1.32.010. The council further finds that the assessment of civil penalties is a necessary alternative method of code enforcement. The administrative assessment of civil penalties established in this section is in addition to any other remedies established by law which may be pursued to address Municipal Code or state law violations.

B. Civil penalties may be assessed against a responsible party for continued violations of the municipal code or applicable state codes, whether of the same section or any combination, that reflect a continuing disregard for the requirements of such laws. The chief of police or his or her designee may issue a notice and order to the responsible party assessing a civil penalty pursuant to this section. The civil penalty may be enforced as a lien pursuant to subsection (D) of this section.

C. Civil penalties may be assessed at a daily rate not to exceed \$1,000 per violation per day, and not to exceed a total of \$100,000 per tax assessor's parcel number, in the case of unimproved real property, or \$100,000 per each structure against which violations have existed on a single tax assessor's parcel number for any related series of violations. In determining the amount to be imposed on a daily rate, the chief of police or his or her designee shall consider the following factors:

1. Duration of the violation.
2. Frequency or occurrence of the violation or other similar violations.
3. Seriousness of the violation in relation to its threat or impact upon public health, welfare, or safety.
4. History of violations.
5. Activity taken by the responsible party to obstruct or interfere with correction of the violation.
6. Good faith or bad faith efforts by responsible party to comply.
7. The impact of the violation on the surrounding property and community.
8. The financial ability of the responsible party to have corrected the violation in a timely fashion.

D. Civil penalties, as confirmed by resolution of the city council, shall constitute a special assessment against the property to which it relates, and after its recording, as thus made and confirmed, the same shall constitute a lien on the property in the amount of such assessment. After the confirmation of the statement, a copy thereof shall be recorded in the official records of Riverside County and shall be transmitted to the assessor and tax collector of the county by the city clerk. Whereupon it shall be the duty of the assessor and tax collector to add the amount of such assessment, or assessments, to the next regular bills of taxes levied against the said respective lot or parcel of land, and thereafter the amount shall be collected at the same time and in the same manner as ordinary real property taxes are collected, and shall be subject to the same penalties and the same procedure for foreclosure and sale in the case of delinquency as provided for ordinary real property taxes.

E. Appeals. Within ten (10) days from the date of giving written notice of the imposition of civil penalties, the violator may file an appeal to the city manager. Such appeal shall be in writing and shall identify the property subject to the notice of civil penalties. The city manager shall then appoint a hearing officer to hear the appeal. The hearing officer must hear the appeal within twenty (20) days from the filing of the notice of appeal by the violator or at such later date as may be mutually agreed

to in writing by the appellant and the city manager. Notice of the date of hearing shall be given in writing. The date of the hearing shall be no sooner than five (5) days from the date when notice of the hearing is given to the appellant and to the code enforcement officer. The decision of the hearing officer shall be final.

(Ord. 405 § 1, 2008)



Los Alamos Hills Sports Park is **NOT** an off-leash dog park

Per M.M.C. 12.08.100, dogs or cats may be permitted in the park on a leash under full control of the owner or person in possession. Violations can result in administrative citations.

For more information, please contact the Murrieta Parks and Recreation Department at (951) 304-PARK (7275)

Want to exercise your dog off-leash? Visit **Torrey Pines Park** or **Alderwood Park**. Both sites have designated, fenced-in, areas for dogs to run and play off-leash.

Scan the QR code for more park information!





CITY OF MURRIETA

Parks and Recreation Commission

Meeting Agenda Report

3/6/2025
Agenda Item No. 4

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

FROM: Lea Kolek, Parks and Community Service Manager

PREPARED BY: Lea Kolek, Parks and Community Service Manager

SUBJECT: Parks and Recreation Commission Agenda Forecast

RECOMMENDATION

Discuss future Parks and Recreation Commission topics.

PRIOR ACTION/VOTE

None.

BACKGROUND

The final section of the Parks and Recreation Commission agenda provides Commissioners with the opportunity to request additions or withdrawals of items for future agendas. Staff has anticipated various updates and discussion topics, which have been compiled into a list organized by agenda date.

Commissioners are asked to review this list and consider whether to reschedule topics to another date, propose new topics with specific dates for staff to include, or remove any topics that are no longer of interest.

This review will be a regular discussion item on future agendas.

FISCAL IMPACT

None

ATTACHMENTS

1. Parks and Recreation Commission Agenda Forecast



Parks and Recreation Commission			
AGENDA FORECAST			
Item	Meeting Date	Agenda Placement	Staff Presenter
Master Plans	Special Mtg Date TBD	Discussion	Crystal/Lea w/ RJM
Swearing in of new Commissioners	03/06/25	Prior to Admin Update	City Clerk
Board Reorganization - After Roll Call	03/06/25	Prior to Admin Update	Lea
How Fix It App Works/Maintenance 101	03/06/25	Admin Update	Josh
Homeless Update includes PIT follow up	03/06/25	Admin Update	Lindsay
ARP Valentine's Dance Summary/ARP/Rec Classes	03/06/25	Admin Update	Michelle
Adult Sports/Pickleball League & Spring Allocations	03/06/25	Admin Update	Victor
Park Assignments	03/06/25	Discussion	Lea
Rename Bear Valley Park 2 and Mapleton Trails	03/06/25	Discussion	Lea
Dogs Off-Leash Discussion	03/06/25	Discussion	Lea
Agenda Forecast Discussion	03/06/25	Discussion	Lea
Youth ARP & Little Learners & Summer Camps	05/01/25	Admin Update	Ashley
CIP Update	05/01/25	Admin Update	Brian C.
Military Banner Update	05/01/25	Admin Update	Roseann
Implementation Little Learners and Youth ARP	05/01/25	Discussion	Ashley
2025 Aquatics Season & Construction Discussion	05/01/25	Discussion	Victor
Move 7/3/25 Meeting	05/01/25	Discussion	Lea
Agenda Forecast Discussion	05/01/25	Discussion	Lea
Senior Center Update - Balance of programs 2025	07/03/25 Meeting TBD	Admin Update	Joe/Jeri
Special Event Update - Balance of events 2025	07/03/25 Meeting TBD	Admin Update	Laura
Honor Tree/Honor Bench Program (Publication)	07/03/25 Meeting TBD	Discussion	Roseann
E-Conveyance/E-Bikes/Classifications	07/03/25 Meeting TBD	Discussion	Park Rangers
Agenda Forecast Discussion	07/03/25 Meeting TBD	Discussion	Lea
2025/26 School Year Youth Center (What's in Store? - YAC)	09/04/24	Admin Update	Ashley
Park/Trail Clean ups & Shelter Reservations	09/04/24	Admin Update	Zebbie
Guidelines on How to Sponsor a Trail	09/04/25	Discussion	Lea/Roseann
Update to MVUSD Joint Use Agreement	09/04/25	Discussion	Victor
Agenda Forecast Discussion	09/04/25	Discussion	Lea
Park Ranger Update	11/06/25	Admin Update	Park Rangers
End of Pool Season Summary	11/06/25	Admin Update	Victor
Park Ranger Manual	11/06/25	Discussion	Victor/Rangers
Move 1/1/26 Meeting	11/06/25	Discussion	Lea
Agenda Forecast Discussion	11/06/25	Discussion	Lea
2025 Events & Events Processing (What's in Store?)	01/01/2026 Meeting TBD	Admin Update	Laura
2025 Senior Center Events (What's in Store?)	01/01/2026 Meeting TBD	Admin Update	Joe/Jeri
Adult Sports/Pickleball League & Spring Allocations	01/01/2026 Meeting TBD	Admin Update	Victor
Prioritization of Master Plan Recommendations/Trails	01/01/2026 Meeting TBD	Discussion	Lea
Agenda Forecast Discussion	01/01/2026 Meeting TBD	Discussion	Lea

Consent Topics on each Agenda

1. Minutes to previous Commission meeting
2. Recreation, Activities, and Events Report
3. Parks, Projects, and Maintenance Report

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 recreation 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
Lori Stone, President



ATTEST:

Cristal M

Cristal McDonald, Secretary

APPROVED AS TO FORM:

Tiffany Israel

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: DeForest, Levell, Holliday, Warren, Stone

NOES: None

ABSENT: None

ABSTAIN: None



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.