



CITY OF DEL MAR
PARKS AND RECREATION COMMITTEE AGENDA
Del Mar Town Hall
1050 Camino del Mar, Del Mar CA 92014
February 11, 2026, 4:45 P.M.

Civility Works: The Del Mar Code of Civil Discourse: Together we will promote inclusion; listen to understand; show respect; be clear and fair; and focus on the issue.

Public Comment: Members of the public wishing to address the Parks and Recreation Committee on agenda items may do so when the item they wish to speak on is announced by the Committee Chair. Members of the public wishing to speak on non-agenda items may do so during public oral communications. The Committee Chair will recognize each speaker and invite them to make their comment. Public speakers will have three minutes for their comments. Written comments the day of the meeting will be distributed to the committee prior to the meeting and must be submitted to cityclerk@delmar.ca.us by no later than 12:00 p.m. the day of the meeting.

Council Liaisons: Mayor Tracy Martinez; Councilmember Dan Quirk (Alternate)

City Staff: Management Analyst Ashlea Houston; Deputy Director of Community Services/Deputy Lifeguard Chief Mark Rathsam

Members: Chair Arlene Prater; Vice Chair/Secretary Susan Maronde; Ann Feeney; Mary Friestedt; Lynn Gaylord

1) CALL TO ORDER/ROLL CALL

2) PUBLIC ORAL COMMUNICATIONS (Non-action items): State law precludes the Committee from acting on any topic which is not an action item on the posted agenda. Information received under public oral communications may be placed on a future agenda or referred to staff for appropriate follow-up.

3) CITY ANNOUNCEMENTS

City Council liaisons and staff to provide updates on topics relevant to the Committee.

4) APPROVAL OF MINUTES FOR DECEMBER 10, 2025, MEETING (ATTACHMENT A)

Committee to consider approval of the December 10, 2025, minutes.

5) COMMITTEE DISCUSSION ITEMS

A. Committee Member Recognition

Committee to recognize Mary Friestedt for her service to the Committee and the completion of her second term on February 28, 2026.

B. Annual Survey of Parks, Paths, and Trails

Committee to provide updates on the status of parks, paths, and trails walks.

C. Draft Fiscal Year (FY) 2026-2027 Work Plan (Attachment B)

Committee to discuss and approve a recommended FY 2026-2027 Committee Work Plan for Council consideration.

6) SUBCOMMITTEE REPORTS

A. Website (Feeney, Maronde)

B. Adopt-a-Spots (Friestedt, Feeney)

7) FUTURE AGENDA ITEMS

Discuss planned and potential future committee agenda items.

Next Scheduled Parks and Recreation Committee Meeting(s):

May 13, 2026, 4:45 p.m.

September 9, 2026, 4:45 p.m.

December 9, 2026, 4:45 p.m.

8) ADJOURNMENT

9) CERTIFICATION

I, Robert Silva, Administrative Assistant, for the City of Del Mar, hereby certify that a copy of this agenda was posted at City Hall on Thursday, February 5, 2026, 2026 at approximately 5:05 p.m.



Robert Silva, Administrative Assistant

ATTACHMENTS

Attachment A- December 10, 2025, Regular Meeting Minutes

Attachment B- Draft FY 2026-2027 Parks and Recreation Committee Work Plan



DRAFT
CITY OF DEL MAR
PARKS AND RECREATION COMMITTEE
MINUTES
December 10, 2025
Del Mar Town Hall
1050 Camino Del Mar
Del Mar, CA 92014

1) CALL TO ORDER/ROLL CALL

Chair Arlene Prater called the meeting to order at 4:48 pm.

Members Present: Chair Arlene Prater; Vice Chair Ann Feeney; Secretary Susan Maronde;
Members Absent: Mary E. Friestedt; Lynn Gaylord

Council/Staff Liaisons Present: Deputy Mayor Tracy Martinez (Primary); Management Analyst Ashlea Houston; Deputy Chief Lifeguard Mark Rathsam; Absent: Councilmember Dan Quirk (Alternate)

2) PUBLIC ORAL COMMUNICATIONS (Non-action item)

None.

3) CITY ANNOUNCEMENTS

Management Analyst Ashlea Houston provided an update on the Shores Park Master Plan effort. Staff Liaison Houston shared that the first Shores Park Committee meeting was primarily administrative; the next meeting will be in February or March to review three draft concept plans. Staff Liaison Houston also provided an update on a few City trees lost due to Bark Beetle and one at Seagrove Park lost in a recent storm that will be replaced shortly.

Deputy Chief Lifeguard Mark Rathsam provided an informational update on community services and lifeguard activities, including beach management during King Tides, recent lifeguard rescues, and enforcement efforts to curb illegal e-bike riding on Del Mar beaches.

4) APPROVAL OF MINUTES FROM SEPTEMBER 5, 2025, MEETING

A motion to approve the minutes for September 5, 2025, was made by Chair Prater, and was seconded by Vice Chair Ann Feeney. The motion passed unanimously by all members present.

5) COMMITTEE DISCUSSION ITEMS

A. Selection of Chair, Vice Chair, and Secretary for 2026 Term

A motion to select Arlene Prater as Chair for the 2026 term was made by Vice Chair Feeney and was seconded by Secretary Susan Maronde. The motion passed unanimously by all members present.

A motion to select Susan Maronde as Vice Chair and Secretary for the 2026 terms was made by Vice Chair Feeney and was seconded by Chair Prater. The motion passed unanimously by all members present.

B. Annual Survey of Parks, Paths, and Trails

The Committee reviewed the walks that have been completed and identified four that need to be completed by end of fiscal year. Chair Prater asked if the previously requested work orders were completed, and Staff Liaison Houston confirmed that they have been. Staff Liaison Houston will work with Committee member Mary Friestedt to complete Crest Rim Preserve and David Way and Secretary Maronde for the remainder.

6) SUBCOMMITTEE REPORTS

- A. Website Subcommittee (Feeney, Maronde): Secretary Maronde and Vice Chair Feeney shared a presentation of their proposed parks-related website updates that included repairing broken links, updating the parks and trails map, and identifying opportunities to link information between the City and DMVA websites. Staff Liaison Houston will share the proposed changes with the website team and address coordination with DMVA to identify opportunities to work together. Staff Liaison Houston also shared that a citywide website refresh project will start in early 2026 and provide additional improvements to the website.
- B. Parks Survey Checklist (Prater, Gaylord): Checklist completed. No updates.
- C. Adopt-a-Spots (Friestedt, Feeney): The Committee discussed revitalizing the Adopt-a-Spot Program as part of next year's work plan. Separately, the Committee briefly discussed the Anderson Canyon Adopt-a-Spot. Staff Liaison Houston provided background on recent communication with the Adopt-a-Spot applicant and resolution; the Committee appreciated the update and had no further questions.

7) FUTURE AGENDA ITEMS

Staff Liaison Houston shared that the plaque policy work plan item is being discussed with staff and there may be a preliminary update at the February Committee meeting.

Deputy Mayor Tracy Martinez shared that there will be an upcoming event to recognize the installation of the Kumeyaay panel by the San Dieguito Lagoon. The event is not associated with the City or the Committee, but Committee members may attend if interested.

8) ADJOURNMENT

Chair Prater adjourned the meeting at 5:32 p.m.



CITY OF DEL MAR

PARKS & RECREATION COMMITTEE
 FISCAL YEAR 2026-2027 WORK PLAN
DRAFT FEBRUARY 11, 2026

Item #1: Update Website to Include Additional Information on Trails and Fitness Walks

- **Description:** Update website to include more information on regional trails and develop information on fitness walks to include on the City's interactive map: <https://www.delmar.ca.us/240/Parks-Recreation-Committee>
- **Subcommittee:** TBD
- **Resources Requested:** 80 staff hours to review wording and update website
- **Additional Information:** Operational Item
- **Priority:** medium

Item #2: Provide Guidance on Other Website Updates Related to Parks

- **Description:** Review and recommend wording updates to the Parks and Recreation information on the City's website
- **Subcommittee:** TBD
- **Resources Requested:** 40 staff hours to review wording and update website
- **Additional Information:** Operational Item
- **Priority:** medium

Item #3: Annual Survey of Parks, Paths, and Trails

- **Description:** The committee and City staff will visit the public parks, paths, and trails on the list prepared by staff, complete the survey form, prepare a summary of recommended maintenance, and request work orders when required.
- **Subcommittee:** not applicable. All committee members can participate.
- **Resources Requested:** 80 staff hours to perform surveys, prepare work orders, and Public Works staff time to complete work orders
- **Additional Information:** Operational Item
- **Priority:** high

Item #4: Annual Survey of Adopt-A-Spot Locations

- **Description:** Visit the approved Adopt-A-Spot locations to review maintenance needs. Request improvements from resident or work orders from City, as appropriate.
- **Subcommittee:** TBD
- **Resources Requested:** 40 staff hours to perform surveys, prepare work orders, and Public Works staff time to complete work orders
- **Additional Information:** Operational Item
- **Priority:** medium

Item #5: Research and Review Updated Adopt-a-Spot Program Policy

- **Description:** Staff will be updating and formalizing the City's Adopt-a-Spot Program. The committee will review and provide feedback on the draft Program policy once prepared by staff.
- **Subcommittee:** TBD
- **Resources Requested:** 80 staff hours to research, draft, and present the Program update
- **Additional Information:** Proposed City Council Tier 3 Priority
- **Priority:** medium

Item #6: Review Draft Policy for Plaques in Public Parks, Once Prepared by City Staff

- **Description:** Staff is working on a plaque policy for Del Mar that provides guidance on who or what is memorialized in plaques in public parks, how big the plaque can be, what it looks like, where it goes, etc. Once staff prepare a draft policy, the Committee will review and provide feedback on the policy prior to City Council consideration.
- **Subcommittee:** TBD
- **Resources Requested:** TBD
- **Additional Information:** City Council Tier 3 Priority
- **Priority:** low

Item #7: Respond to Parks & Recreation needs throughout City, including beach, as directed by the City Council and/or staff

- **Description:** Review and comment on various requests for changes at City parks and beaches, as they are received from committee members or the public.
- **Subcommittee:** TBD
- **Resources Requested:** TBD
- **Additional Information:** Operational Item
- **Priority:** TBD