



CITY OF MENDOTA

"Cantaloupe Center Of The World"

JESUS MENDOZA
Chairperson
PAUL OCHOA
Vice-Chairperson
ALBERT ESCOBEDO
ANTONIO PIZANO
KEVIN ROMERO
JESSICA SANCHEZ
JOSUE URIAS

AGENDA
RECREATION COMMISSION
REGULAR COMMISSION MEETING
CITY COUNCIL CHAMBERS
643 QUINCE STREET
July 7, 2022
12:00 PM

CRISTIAN GONZALEZ
City Manager
CELESTE CABRERA-GARCIA
City Clerk

The Mendota Recreation Commission welcomes you to its meetings. Notice is hereby given that the commission may discuss and/or take action on any or all of the items listed on this agenda. **Please turn your cell phones on vibrate/off while in the council chambers.**

Any public writings distributed by the City of Mendota to at least a majority of the Recreation Commission regarding any item on this regular meeting agenda will be made available at the front counter at City Hall located at 643 Quince Street Mendota, CA 93640, during normal business hours, 8 AM - 5 PM.

In compliance with the Americans with Disabilities Act, those requiring special assistance to participate at this meeting please contact the City Clerk at (559) 655-3291. Notification of at least forty-eight hours prior to the meeting will enable staff to make reasonable arrangements to ensure accessibility to the meeting.

CALL TO ORDER

ROLL CALL

FLAG SALUTE

FINALIZE THE AGENDA

1. Adjustments to Agenda
2. Adoption of final Agenda

CITIZENS ORAL AND WRITTEN PRESENTATIONS

At this time members of the public may address the Recreation Commission on matters not listed on the agenda. Please limit your comments to THREE (3) MINUTES. Please give the completed form to City Clerk prior to the start of the meeting. All speakers shall observe proper decorum. The Mendota Municipal Code prohibits the use of boisterous, slanderous, or profane language. All speakers must step to the podium, state their names and addresses for the record. Please watch the time.

APPROVAL OF MINUTES AND NOTICE OF WAIVING READING

1. Approval of the minutes of the regular meeting of March 3, 2022.
2. Notice of waiving of the reading of all resolutions introduced and/or adopted under this agenda.

BUSINESS

1. Commission discussion and consideration of a facility use application submitted by Westside Youth, Inc. for the use of the baseball fields.
 - a. *Receive report from City Clerk Cabrera-Garcia*
 - b. *Inquiries from Commission to staff*
 - c. *Chairperson Mendoza opens floor to receive any comment from the public*
 - d. *Commission takes action as appropriate*

STAFF REPORTS AND INFORMATIONAL ITEMS

RECREATION COMMISSIONER REPORTS

ADJOURNMENT

CERTIFICATION OF POSTING

I, Celeste Cabrera-Garcia, City Clerk of the City of Mendota, do hereby declare that the foregoing agenda for the City of Mendota Recreation Commission Regular Meeting of Thursday, July 7, 2022 was posted on the outside bulletin board located at City Hall, 643 Quince Street on Friday, July 1, 2022 at 5:00 p.m.



Celeste Cabrera-Garcia, City Clerk

**MINUTES OF MENDOTA
REGULAR RECREATION COMMISSION MEETING**

Regular Meeting

Thursday, March 3, 2022

12:00 p.m.

Meeting called to order by City Clerk Cabrera-Garcia at 12:03 p.m.

Roll Call

Commissioners Present: Vice Chairperson Paul Ochoa, Commissioners Albert Escobedo, Kevin Romero, Jessica Sanchez, and Josue Urias

Commissioners Absent: Chairperson Jesus Mendoza and Commissioner Antonio Pizano

Flag Salute led by Commissioner Romero

FINALIZE THE AGENDA

1. Adjustments to Agenda.
2. Adoption of final Agenda.

A request was made to table Business item 1 to a future meeting agenda, and add an additional facility use application to Business item 2 for consideration.

A motion was made by Commissioner Romero to adopt the agenda, seconded by Commissioner Urias; unanimously approved (5 ayes, absent: Mendoza and Pizano).

CITIZENS ORAL AND WRITTEN PRESENTATIONS

None offered.

APPROVAL OF MINUTES AND NOTICE OF WAIVING READING

1. Approval of the minutes of the regular meeting of February 3, 2021.
2. Notice of waiving the reading of all resolutions introduced and/or adopted under this agenda.

A motion was made by Commissioner Urias to approve items 1 and 2, seconded by Commissioner Escobedo; unanimously approved (5 ayes, absent: Mendoza and

Pizano).

BUSINESS

1. Commission discussion on the usage of the fields by local non-profit organizations.

The item was tabled to a future meeting.

2. Commission discussion and consideration of facility use applications submitted for the use of the baseball fields.

City Clerk Cabrera-Garcia introduced the item and provided the report.

Discussion was held on the item.

Niena Mejia (Westside Youth, Inc.) – commented on the item.

Discussion was held on the item.

Dino Perez (Westside Youth, Inc.) – commented on the item.

Discussion was held on the item.

Irene Barajas (Mendota Youth Recreation) – commented on the item.

Discussion was held on the item.

Victor Martinez – commented on the item.

Discussion was held on the item.

Rolando Castro – commented on the item.

Discussion was held on the item, and on the condition of the sports fields at Rojas-Pierce Park.

Oscar Rosales – commented on the item, and on the general maintenance of the fields.

Discussion was held on the item.

Victor Martinez – commented on the general maintenance of the fields, and on the fees charged for the use of the sports fields.

Discussion was held on the item.

Rolando Castro – commented on the fees charged for the use of the sports fields.

Discussion was held on the item.

A motion was made by Commissioner Escobedo, and seconded by Commissioner Romero (and unanimously approved) to conditionally approve the facility use applications, with the conditions listed in the staff report, with the following additional limitations:

- All baseball field applicants must meet with staff and a Recreation Commission sub-committee to discuss the scheduling of the baseball fields; and
- The Recreation Commission appoints Chairperson Mendoza, Vice Chairperson Ochoa, and Commissioner Romero as regular members and Albert Escobedo as an alternate member of the sub-committee that will meet with the baseball field applicants; and
- The soccer field applicant must follow the established limitations of use:
 - The application is only approved through the end of October 2022, but the City Manager has the ability to extend the use depending on the condition of the field; and
 - After two months of continuous use, there must be two weeks of no use; and
 - The applicant must work with staff and other applicants that request use of the soccer field on the approved dates .

3. Commission discussion on the Phase 2 of the Rojas-Pierce Park Expansion Project.

City Clerk Cabrera-Garcia introduced the item and City Engineer Osborn provided the report.

Discussion was held on the item.

Oscar Rosales – commented on the item.

Discussion was held on the item.

At 1:23 p.m. Commissioner Romero left the Council Chambers and returned within the same minute.

Discussion was held on the item.

4. Commission discussion and consideration of the Honor Wall Sponsorship Program.

City Clerk Cabrera-Garcia introduced the item and provided the report.

City Engineer Osborn provided additional information on the item.

City Manager Gonzalez provided additional information on the item.

Discussion was held on the item.

Oscar Rosales – commented on the item.

Discussion was held on the item.

A motion was made by Commissioner Romero to direct staff to proceed with the newest honor wall design, seconded by Commissioner Urias; unanimously approved (5 ayes, absent: Mendoza and Pizano).

5. Commission discussion on a Pool Park Clean Up event.

City Clerk-Garcia introduced the item and provided the report.

Discussion was held on the item.

Oscar Rosales – commented on the item.

Discussion was held on the item.

A motion was made by Commissioner Escobedo to request that the Pool Park Improvement committee discuss having a Pool Park clean-up day, seconded by Commissioner Sanchez (5 ayes, absent: Mendoza and Pizano).

STAFF REPORTS AND INFORMATIONAL ITEMS

City Manager Gonzalez invited the Recreation Commissioners to participate in the upcoming City Council goal setting meeting.

City Clerk Cabrera-Garcia reported on the upcoming Earth Day event.

RECREATION COMMISSIONER REPORTS

Commissioner Escobedo inquired on the status of the Daniel “Gordo” Porras youth soccer field.

Vice Chairperson Ochoa reported on the basketball courts at Rojas-Pierce Park being used to play soccer, and concerns regarding the lights at the basketball courts.

Commissioner Romero provided an update on local youth sports.

Commissioner Urias requested that the sports fields fee schedule be discussed at a future Commission meeting.

ADJOURNMENT

At the hour of 2:08 p.m., with no more business to be brought before the Commission, a motion for adjournment was made by Commissioner Romero, with a second by Commissioner Urias; unanimously approved (5 ayes, absent: Mendoza and Pizano).

Jesus Mendoza, Chairperson

ATTEST:

Celeste Cabrera-Garcia, City Clerk

AGENDA ITEM – STAFF REPORT

TO: RECREATION COMMISSION CHAIRPERSON AND COMMISSIONERS
FROM: CELESTE CABRERA-GARCIA, CITY CLERK
VIA: CRISTIAN GONZALEZ, CITY MANAGER
SUBJECT: CONSIDERATION OF THE FACILITY USE APPLICATION SUBMITTED BY WESTSIDE YOUTH, INC.
DATE: JULY 7, 2022

ISSUE

Shall the Recreation Commission discuss and consider the facility use application submitted by Westside Youth, Inc. for the use of the baseball fields?

BACKGROUND

On June 13th, the City of Mendota (“City”) received the attached application from Westside Youth, Inc. (“WSY”) requesting use of baseball fields (including the concession stand, restrooms and lights) for an event that will include a haunted maze, bounce house, train rides, etc. The requested dates are October 14-16 and October 21-23 from 10am-12am each day. The organization proposes an event admission fee of \$3 with proceeds benefitting the organization.

ANALYSIS

The dates requested by WSY do not conflict with any previously approved facility use permits. It is the prerogative of the Commission to approve or deny the application and implement conditions of approval. Should the application be approved by the Commission, staff recommends that the following be included as the conditions of approval (as well as any other conditions that the Commission so chooses):

- Westside Youth, Inc. must provide current proof of liability insurance with the following requirements:
 - *Mendota Municipal Code Section 12.20.110: Applicant must provide the City with certificates of insurance evidencing liability and property damage limits with a combined single limit of not less than one million dollars (\$1,000,000.00), and which shall specify the city and the applicant as named insureds.*
- Westside Youth, Inc. will work with the City and any additional organizations that may need to use the field on the days and times (for short period events/reasons) that it is being used by Westside Youth, Inc.
- Westside Youth, Inc. must complete the key-check out form prior to checking out the key to the facility and abide by its terms and conditions. The key to the facility will be provided to the applicant on the dates set below. **Please do not make a copy of the key.**
 - Pick-up key: Business Day before the first day of event (10/13/22)

- Return key: Day after the last day of event (on 10/24/22) in either drop box or window slot on the front door
- Westside Youth, Inc. will utilize the facilities only on the times and days that have been outlined above.
- Westside Youth, Inc. must notify the city two (2) days in advance if the facility will not be occupied during a specific day/time.
- Westside Youth, Inc. will provide the City with any updates to its schedule, including any changes that cause the field to be unused when it was previously declared to be used.
- Westside Youth, Inc. will pay the necessary fees and/or deposits, based on the approved dates and in accordance with the City's Fee Schedule, before beginning use of the field.
 - Total Deposit: \$250.00
 - Total Fees: \$25.00
- Due to safety concerns, Westside Youth, Inc. may not utilize the City's concession stand as storage for any of its equipment/materials.
- Westside Youth, Inc. must maintain the requested property(ies) based on their use and immediately report any observed problems, whether or not caused directly by their use, to the Director of Public Works or his designee.
- Westside Youth, Inc. understands and accepts that the field has limited lighting during the evening/nights.

FISCAL IMPACT

Deposit and Fee collected as a result of the use. Deposit will be returned to the applicant if all conditions are met.

RECOMMENDATION

Staff recommends that the Commission discuss and consider the facility use application submitted by Westside Youth, Inc for the use of the baseball fields.

Attachment(s):

1. Facility Use Application Submitted By WSY
2. Fee Schedule for the Use of City of Mendota Baseball and Soccer Fields

1. This application is for the use of the following facility:

Both city baseball diamonds, snack bar, restrooms, and lights

2. The organization, individual, business or entity applying for the use permit:

Westside Youth Inc.

3. The contact person on behalf of the applicant, regarding the event or activity for which use permit is requested together with all of the following information:

NAME: Dino Perez / Alicia Escobedo

ADDRESS (STREET AND CITY): 709 7th St, Mendota, CA 93640

TELEPHONE NO.: (559) 655-4808

~~April~~ October 14, 15, 16

October 21, 22, 23

4. DATE: 10am to 12am
each day

TIME:

5. Please describe the exact park area or areas requested for Exclusive Use. (List below and circle the area on the attached map).

Both baseball diamonds at Popes Park.

6. Purpose or function for which the permit is requested. Give statement of reasons for exclusive use. Note: Section 12.20.090(b)(c) Fees and Deposits as required.

To benefit youth programs at Westside Youth Inc

7. Number of persons expected to attend the function or event. Approx. 40-50 people

8. Will alcoholic beverages be sold? Yes ___ No note: if yes, you must apply for and receive a separate permit from the state department of alcohol beverage control, if so, liquor liability insurance is required to be purchased thirty (30) days in advance by the applicant. The Fresno County Sheriff's department must be contacted regarding this application. The City of Mendota parks are tobacco free and alcohol free.

9. Has a promoter been contracted to present, produce, or otherwise be involved in the event, activity or entertainment during the event? Yes ___ No . Note: section 12.20.110, if yes, the promoter is required to provide certificate of insurance evidencing liability and property damage limits with a combined single limit of not less than \$1,000,000 with a deductible of not more than \$500, and shall specify the City of Mendota and applicant as named insured.

10. If a promoter will present, produce, or otherwise be involved in the event, activity or entertainment, state the name, address and telephone number of the promoter and describe his/her/its participation in the

N/A



event. Note: Section 5.08.030 Amusement Park Rides and Attractions; Section 5.08.300 Musical and Theatrical Shows. The Promoter is required to obtain a business license.

NAME: NIA

ADDRESS: _____

PARTICIPATION/INVOLVEMENT: _____

11. Detailed description of all entertainment and activities, including equipment and vehicles to be used, the nature and times of use of such equipment, and the nature and time of use of any amplified sound equipment. Please keep in mind that anything not mentioned below will not be allowed.

Haunted maze, train rides, bounce house, dress up contest
punkin carving contest.

12. Will concession stand(s) be used? Yes _____ No. Note: for baseball diamond concession, \$150.00 fee, per league, no exemptions.
13. Will there be an admissions charge to the event? If so, state the exact amount of each ticket 3 \$
. State the reason for imposing this admission charge.
14. Will there be a live band at this function? _____ Yes No (See attached municipal code regarding noise ordinance)
15. State the names and addresses of all persons or groups which will receive any of the proceeds from this event, including concessions, and how those proceeds will be divided among such persons or groups.
Westside Youth Programs.
16. If this permit application is for all or substantially all of the park area, or all or substantially all of the picnic and bandstand are, state the overriding public interest or special circumstances which justify excluding residents of the City of Mendota from using their public park facilities.
17. I, Dina Perez/Alicia Escobedo have read the Mendota Municipal Code Chapter 12.20 re: park permits (attached). I understand all of the requirements for conducting an event or activity in the use of the Rojas-Pierce Park or any City facility. I agree on behalf of myself and Westside Youth (name of applicant), the organization on whose behalf this application is made, to indemnify, defend and hold the City of Mendota harmless, from and against any and all claims, actions, suits, and proceedings for money damages or other relief for personal injury, property damage or other losses resulting from or caused by the activity or event for which this permit is issued. The keys to any facility or electrical panel will not be issued until this document is signed by the permittee requesting a facility and/or consent/hold harmless agreements are submitted to city staff and proof of insurance is provided and all fees and deposits are paid.

Signature of Permittee: [Signature]

DATE: 6/10/22

I, Dino Pica / Alicia Escobedo, declare I have read and understand the foregoing application and all attachments thereto. I further declare that I will abide by all City, State, County and Federal laws at said event.

Dated: 6/10/22

[Signature]
Signature of Permittee

CITY MANAGER APPROVAL

THIS APPLICATION IS APPROVED / REJECTED FOR USE OF THE _____ ON _____. THE FOLLOWING CONDITIONS OF APPROVAL SHALL APPLY, MAY INCLUDE POLICE DEPARTMENT REQUIREMENTS.

CITY MANAGER: _____

DATE: _____

SECURITY REQUIREMENT OR CONDITIONS AS PER CITY OF MENDOTA POLICE DEPARTMENT:

POLICE DEPT: _____

DATE: _____

Fee Schedule for the Use of City of Mendota Baseball and Soccer Fields

<u>Fee Type</u>	<u>Fee for Residents & Non-Residents</u>
FACILITY USE FEES	
Use of Field (Private Party)*	\$200.00 per league/tournament
Use of Field (Youth and/or Non-Profit)*	No Fee
Concession Stand (All Parties)	\$25.00 per league/tournament
DEPOSITS	
General Deposit	\$250 per league/tournament

***Includes use of the scoreboard, electricity, and restrooms.**