



# CITY OF MENDOTA

*"Cantaloupe Center Of The World"*

Agenda  
Recreation Commission Special Meeting  
CITY COUNCIL CHAMBERS  
643 QUINCE STREET  
March 9, 2017  
12:00 PM

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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.

## **CALL TO ORDER**

## **ROLL CALL**

## **FLAG SALUTE**

## **FINALIZE THE AGENDA**

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

## **SWEARING IN**

1. City Clerk Flood to swear in Paul Ochoa and Kevin Romero.
2. Reorganization of the Recreation Commission.

## **APPROVAL OF MINUTES AND NOTICE OF WAIVING READING**

1. Approval of the minutes of the special meeting of July 18, 2016.
2. Notice of waiving of the reading of all resolutions introduced and/or adopted under this 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.

Recreation Commission Agenda

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3/9/2017

**BUSINESS**

1. Commission discussion and consideration of applications for exclusive use of City facilities for recreational purposes.
2. Commission discussion on future activities of the Recreation Commission.

**COMMISSIONER REPORTS AND INFORMATIONAL ITEMS**

1. Reports and information from members of the Recreation Commission relevant to the commission.

**ADJOURNMENT**

**CERTIFICATION OF POSTING**

I, Celeste Cabrera, Deputy City Clerk of the City of Mendota, do hereby declare that the foregoing agenda for the City of Mendota Recreation Commission Special Meeting of Thursday, March 9, 2017 was posted on the outside bulletin board located at City Hall, 643 Quince Street on Friday, March 3, 2017 at 11:35 a.m.

  
\_\_\_\_\_  
Celeste Cabrera, Deputy City Clerk

**MINUTES OF MENDOTA  
SPECIAL RECREATION COMMISSION MEETING**

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**Special Meeting**                      **Monday, July 18, 2016**

**Meeting called to order by Chairperson Robert Silva at 12:09 p.m.**

**Roll Call**

**Commissioners Present:**                      **Chairperson Robert Silva, Commissioners Eddie Porras, Kevin Romero, and John Sanchez.**

**Commissioners Absent:**                      **Vice-Chairperson Luna, Commissioners Paul Ochoa and Mario Plascencia.**

**Flag Salute led by Chairperson Silva.**

**FINALIZE THE AGENDA**

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

A motion was made by Commissioner Romero to adopt the agenda, seconded by Commissioner Sanchez; unanimously approved (4 ayes, absent: Luna, Ochoa, and Plascencia).

**APPROVAL OF MINUTES AND NOTICE OF WAIVING READING**

1.     Approval of the minutes of the regular meeting of June 2, 2016.
2.     Notice of waiving the reading of all resolutions introduced and/or adopted under this agenda.

A motion was made by Commissioner Porras to approve items 1 and 2, seconded by Commissioner Romero; unanimously approved (4 ayes, absent: Luna, Ochoa, and Plascencia).

**CITIZENS ORAL AND WRITTEN PRESENTATIONS**

None offered.

## **BUSINESS**

1. Commission discussion and consideration of an application from Westside Youth Inc. to use the baseball field.

Chairperson Silva introduced the item and Economic Development Manager Flood summarized the report including that Westside Youth submitted a Facility Use Application to utilize the baseball field for a one-day adult softball tournament; reported on the adequate fees that Westside Youth would be subject to paying; and reported on conditions that the commission should impose should the application be approved.

Discussion was held on whether Mendota Youth Recreation would be using the baseball field on the day that Westside Youth requested.

At 12:14 p.m. Chairperson Silva announced there would be a recess.

At 12:19 p.m. the Commission reconvened in open session.

Economic Development Manager Flood reported that upon reviewing the dates that Mendota Youth Recreation had exclusive use of the field, Westside Youth would have priority.

Discussion was held on the fees that Westside Youth would have to pay in order to use the field and the conditions that should be imposed.

A motion was made to approve the application and set the conditions by Commissioner Romero, seconded by Commissioner Sanchez; unanimously approved (4 ayes, absent: Luna, Ochoa, and Plascencia).

## **COMMISSIONER REPORTS AND INFORMATIONAL ITEMS**

Discussion was held on the possibility of the commission hosting a car show in the future.

## **ADJOURNMENT**

At the hour of 12:25 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 Sanchez; unanimously approved (4 ayes, absent: Luna, Ochoa, and Plascencia).

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Robert Silva, Chairperson

ATTEST:

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Matt Flood, City Clerk

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**AGENDA ITEM – STAFF REPORT**

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**TO:** MEMBERS OF THE RECREATION COMMISSION  
**FROM:** MATT FLOOD, ECONOMIC DEVELOPMENT MANAGER/CITY CLERK  
**SUBJECT:** APPLICATIONS FOR EXCLUSIVE USE OF CITY FACILITIES  
**DATE:** MARCH 9, 2017

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**ISSUE**

Shall the Recreation Commission approve the exclusive use permit for City facilities requested to be used for recreation purposes?

**BACKGROUND**

Every year in March the Recreation Commission will consider any requests made before the February deadline for the use of a City Facility in 2017 for athletic or sport purposes. While this is not the only time in which individuals and groups can submit applications, the ones submitted in February for consideration at the March meeting have priority over those submitted later.

**ANALYSIS**

Staff received only one application that requests the use of the Benny Mares Sr. Baseball Field from Mendota Youth Recreation (MYR) for their annual Cal Ripken youth league. They have requested to use the field Monday, Tuesday, and Thursday from 4pm to 9pm from March through July. They have also stated that the days they need to use it may increase, to use on Friday and Saturday, depending on how many youth sign up to play.

Staff acknowledges that MYR has been responsible in their care of the field and the community sees the benefit of having this league for the youth. However, if the Commission feels the need to impose any other conditions it believes are necessary to protect the integrity of the facility, it should include them in any motion made.

**FISCAL IMPACT**

As attached (Exhibit A), the fees charged would only be those related to the concession stand use, which would be \$10 for every half day, to be paid before use according to the schedule provided by MYR.

**RECOMMENDATION**

Staff recommends the Commission approve the use of the Benny Mares Sr. Baseball Field for Mondays, Tuesdays, and Thursdays as requested in the attached application with the following conditions:

1. Any change in the days of use (i.e. the addition of Fridays and Saturdays) can be approved by the City Manager upon notification from MYR;
2. MYR provide a complete schedule before using the field;

3. MYR pay the concession stand fee, based on the abovementioned schedule, before using the field;
4. MYR maintains the field based on their use and immediately reports any observed problems, whether or not caused directly by their use, to the Director of Public Works or his designee.

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

City diamon. (Baseball field)

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

Mendota Youth Recreation / Baseball - Cal-Ripken.

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: Sergio Valdez

ADDRESS (STREET AND CITY): 325 Puchen St Mendota

TELEPHONE NO.: 559) 647-4043

4. DATE: March 2017 - July 2017 TIME: Sat 9:00am to 7:00pm <sup>week days 4:00 Pm to 9:00 Pm (M,T,TH)</sup> <sub>Possibly Fri & Sat</sub>

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

City baseball diamon

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.

Baseball Program

7. Number of persons expected to attend the function or event. 100 per game

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 nor 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 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: \_\_\_\_\_

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.

will need to use concession booth bathrooms  
city lights

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 \$ 1.00. 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.

Mendota Youth Cal-Ripken

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 area, 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, Sergio Valdez 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 Mendota Cal Ripken (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: 2-17-16

I, Sergio Valdez, 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: 2-17-16

[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: \_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

POLICE DEPT: \_\_\_\_\_ DATE: \_\_\_\_\_

**EXHIBIT A**

***Fees for the Use of the Benny Mares Sr. Baseball Field***

<b><u>Fee Type</u></b>	<b><u>Fee for Residents</u></b>	<b><u>Fee for Non-Residents</u></b>
<b>Use of Field* (Private Party)</b>	\$25.00 per half day <sup>†</sup>	\$50.00 per half day <sup>†</sup>
<b>Use of Field* (Non-profit, Youth)</b>	No Cost	\$25.00 per half day <sup>†</sup>
<b>Cleaning Deposit (only required for private party; fully refundable)</b>	\$100.00	\$200.00
<b>Lights (Private Party)</b>	\$20.00 per hour	\$20.00 per hour
<b>Lights (Non-profit, Youth)</b>	No Cost	\$20.00 per hour
<b>Concession Stand (Private Party)</b>	\$25.00 per half day <sup>†</sup>	\$25.00 per half day <sup>†</sup>
<b>Concession Stand (Non-profit, Youth)</b>	\$10.00 per half day <sup>†</sup>	\$10.00 per half day <sup>†</sup>

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

<sup>†</sup>A half day is either 7:00 a.m. to 3:00 p.m. or 3:00 p.m. to 11:00 p.m. A party can rent out both half days if the whole day is needed.