



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
August 5, 2021
12:00 PM

CRISTIAN GONZALEZ
City Manager
Public Works/Planning Director
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.

If you would like to participate at this meeting via Zoom, please use the following information:

Dial-in number: 1(669) 900-6833 Meeting ID: 960 1132 4690 Password: 542668

<https://zoom.us/j/96011324690?pwd=ZVUyVUVDd0FjL3FIQ3ZqeJZkK3RkQT09>

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 June 3, 2021.
2. Notice of waiving of the reading of all resolutions introduced and/or adopted under this agenda.

BUSINESS

1. Commission discussion and consideration of **Resolution No. RC 21-02**, forwarding a recommendation to the City Council to adopt the updated fee schedule for the baseball and soccer fields.
 - a. *Receive report from City Clerk Cabrera-Garcia*
 - b. *Inquiries from Council to staff*
 - c. *Chairperson Mendoza opens floor to receive any comment from the public*
 - d. *Commission provides input and considers Resolution No. RC 21-02 for adoption*

2. Commission discussion and consideration of creating a facility use policy.
 - a. *Receive report from City Clerk Cabrera-Garcia*
 - b. *Inquiries from Council to staff*
 - c. *Chairperson Mendoza opens floor to receive any comment from the public*
 - d. *Commission provides direction to staff on how to proceed*

3. Commission discussion and consideration of a facility use application submitted by Jose Cruz for the use of the Danny Trejo Soccer Field.
 - a. *Receive report from City Clerk Cabrera-Garcia*
 - b. *Inquiries from Council 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, August 5, 2021 was posted on the outside bulletin board located at City Hall, 643 Quince Street on Monday, August 2, 2021 at 12:00 p.m.



Celeste Cabrera-Garcia, City Clerk

**MINUTES OF MENDOTA
REGULAR RECREATION COMMISSION MEETING**

Regular Meeting

Thursday, June 3, 2021

12:00 p.m.

Meeting called to order by City Clerk Cabrera-Garcia at 12:02 p.m.

Roll Call

Commissioners Present: Chairperson Jesus Mendoza, Vice-Chairperson Paul Ochoa, Commissioners Albert Escobedo, Antonio Pizano, Kevin Romero (at 12:08 p.m.), and Josue Urias (at 12:09 p.m.)

Commissioners Absent: Commissioner Jessica Sanchez

Flag Salute led by City Clerk Cabrera-Garcia

FINALIZE THE AGENDA

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

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

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 May 6, 2021.
2. Notice of waiving the reading of all resolutions introduced and/or adopted under this agenda.

A motion was made by Chairperson Mendoza to approve items 1 and 2, seconded by Commissioner Pizano; unanimously approved (4 ayes, absent: Romero, Sanchez, and Urias).

At 12:08 p.m. Commissioner Romero entered the Council Chambers and at 12:09 p.m. Commissioner Urias joined the meeting.

BUSINESS

1. Commission discussion and consideration of updating the facility use fees for the baseball and soccer fields.

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

Discussion was held on the item and the Commission provided input on the proposed facility use fees for the baseball and soccer fields.

A motion was made by Commissioner Escobedo to direct staff to update the facility use fee schedule in accordance with the discussion that was held and bring back the item at a future meeting for consideration, seconded by Commissioner Romero; unanimously approved (6 ayes, absent: Sanchez).

2. Commission discussion and consideration of the vendor for the banner sponsorship program.

Chairperson Mendoza introduced the item and reported on the desire to select a different vendor for the banner sponsorship program.

Discussion was held on the item.

A motion was made by Commissioner Escobedo to select Notorious Grafix as the vendor for the banner sponsorship program, seconded by Commissioner Romero; unanimously approved (6 ayes, absent: Sanchez).

3. Commission discussion on the maintenance of the baseball and soccer fields.

Chairperson Mendoza introduced the item and reported on his concerns regarding the continuous use of the baseball and soccer fields.

Discussion was held on the item.

Commission consensus was reached to direct staff regarding limiting the usage of baseball and soccer fields.

STAFF REPORTS AND INFORMATIONAL ITEMS

City Clerk Cabrera-Garcia thanked the Commission for their support at various events, and reported on the upcoming Fireworks Show and Golf Tournament.

Discussion was held on future charitable softball games; the possibility of purchasing

jerseys for the City's softball team; and upcoming events.

RECREATION COMMISSIONER REPORTS

Commissioner Escobedo commented on the condition of the baseball and soccer fields.

Commissioner Romero provided an update on youth sports; commented on the upcoming graduation festivities; and upcoming events.

Vice Chairperson Ochoa commented on upcoming events.

Commissioner Pizano congratulated Commissioner Escobedo for his appointment to the Recreation Commission.

Chairperson Mendoza congratulated Danny Trejo regarding the naming of the field; commented on the potential rehabilitation of the Pool Park;

Discussion was held on Pool Park; Vice Chairperson Ochoa's son graduating from junior high school; and the Commission thanked Vice Chairperson Ochoa for his work.

ADJOURNMENT

At the hour of 1:35 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 Escobedo; unanimously approved (6 ayes, absent: Sanchez).

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: FORWARDING A RECOMMENDATION TO THE CITY COUNCIL TO APPROVE THE
UPDATED FEE SCHEDULE FOR THE USE OF THE BASEBALL AND SOCCER FIELDS
DATE: AUGUST 5, 2021

ISSUE

Shall the Recreation Commission adopt Resolution No. RC 21-02, forwarding a recommendation to the City Council to approve the updated fee schedule for the use of the baseball and soccer fields?

BACKGROUND

For the past several months, the Commission has discussed the possibility of increasing the fees charged for the use of the baseball fields and establishing the fees charged for the use of the soccer fields. At its June meeting, after reviewing the fees schedules for the cities of Firebaugh, Kerman, and San Joaquin and the City of Mendota’s (“City”) existing fees, the Commission provided direction to staff on the proposed updated fees.

ANALYSIS

Based on the information and direction that the Commission provided staff at its last meeting, the attached fee schedule was created.

FISCAL IMPACT

None at this time.

RECOMMENDATION

Staff recommends that the Commission discuss the proposed fee schedule and provide any further input and/or modifications, and adopt Resolution No. RC 21-02, forwarding a recommendation to the City Council to approve the updated fee schedule for the use of the baseball and soccer fields.

Attachment(s):

1. Attachment “A” – Fee Schedule for the Use of City of Mendota Baseball and Soccer Fields
2. Resolution No. RC 21-02

Attachment "A"

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

<u>Fee Type</u>	<u>Fee for Residents</u>	<u>Fee for Non-Residents</u>
FACILITY USE FEES		
Use of Field* (Private Party)	\$25.00 per half day [†] on weekdays \$35.00 per half day [†] on weekends	\$100.00 per half day [†] on weekdays \$110.00 per half day [†] on weekends
Use of Field* (Non-profit, Youth)	No Cost	\$50.00 per half day [†]
Cleaning Deposit (only required for private party; fully refundable)	\$100.00	\$200.00
Lights (Private Party)	\$25.00 per hour	\$40.00 per hour
Lights (Non-profit, Youth)	No Cost	\$40.00 per hour
Concession Stand (Private Party)	\$25.00 per half day [†]	\$50.00 per half day [†]
Concession Stand (Non-profit, Youth)	\$10.00 per half day [†]	\$20.00 per half day [†]
DEPOSITS		
Key Deposit	\$50 per application	\$50 per application
Cleaning/Security Deposit	\$250 per application	\$250 per application
Concession Stand Deposit	\$150 per application	\$150 per application

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

[†]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.

**BEFORE THE RECREATION COMMISSION
OF THE
CITY OF MENDOTA, COUNTY OF FRESNO**

**A RESOLUTION OF THE CITY OF
MENDOTA RECREATION COMMISSION
FORWARDING A RECOMMENDATION
TO THE CITY COUNCIL TO APPROVE
THE UPDATED FEE SCHEDULE FOR THE
USE OF THE BASEBALL AND SOCCER
FIELDS**

RESOLUTION NO. RC 21-02

WHEREAS, the Recreation Commission (the “Commission”) of the City of Mendota (“City”) was established to oversee the operation, use, and maintenance of the City’s baseball and soccer fields and discuss and manage recreation activities and matters in the City; and

WHEREAS, in 2013, the City established fees for the use of the Benny Mares Baseball Field; and

WHEREAS, since the establishment of the fees, the City has constructed an additional baseball field and soccer field; and

WHEREAS, the existing fees do not reflect the current costs associated with operating and maintaining the fields; and

WHEREAS, a comprehensive fee schedule ensures that all residents have the chance to utilize community facilities and that the City is able to maintain and operate the facilities.

NOW, THEREFORE, BE IT RESOLVED, the Recreation Commission of the City of Mendota hereby resolves to recommend that the City Council consider adopting the updated fee schedule for use of the City baseball and soccer fields, a copy of which is attached hereto as Exhibit “A”.

Jesus Mendoza, Chairperson

ATTEST:

I, Celeste Cabrera-Garcia, City Clerk of the City of Mendota, do hereby certify that the foregoing resolution was duly adopted and passed by the City of Mendota Recreation Commission at a regular meeting of said Commission, held at the Mendota City Hall on the 5th day of August, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Celeste Cabrera-Garcia, City Clerk

Exhibit “A”

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

<u>Fee Type</u>	<u>Fee for Residents</u>	<u>Fee for Non-Residents</u>
FACILITY USE FEES		
Use of Field* (Private Party)	\$25.00 per half day [†] on weekdays	\$100.00 per half day [†] on weekdays
	\$35.00 per half day [†] on weekends	\$110.00 per half day [†] on weekends
Use of Field* (Non-profit, Youth)	No Cost	\$50.00 per half day [†]
Cleaning Deposit (only required for private party; fully refundable)	\$100.00	\$200.00
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Concession Stand (Private Party)	\$25.00 per half day [†]	\$50.00 per half day [†]
Concession Stand (Non-profit, Youth)	\$10.00 per half day [†]	\$20.00 per half day [†]
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Key Deposit	\$50 per application	\$50 per application
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Concession Stand Deposit	\$150 per application	\$150 per application

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

[†]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.

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 JOSE CRUZ
DATE: AUGUST 5, 2021

ISSUE

Shall the Recreation Commission discuss and consider the facility use application submitted by Jose Cruz for the use of the Danny Trejo Soccer Field?

BACKGROUND

On June 3rd, the City of Mendota (“City”) received the attached application from Jose Cruz (Galaxy FC) requesting use of the Danny Trejo Soccer Field for soccer practice. The requested dates were Mondays and Fridays from 6pm-8pm from July 5-December 20, 2021. Due to the Recreation Commission cancelling its meeting in July, the application was administratively approved by the City Manager with the condition that the applicant would be allowed to use the field during the requested dates from July 8-August 4 and that Recreation Commission would consider the application for dates following at its meeting in August.

ANALYSIS

The dates requested by Mr. Cruz 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):

- Applicant will provide current Proof of Liability Insurance
- Applicant will provide detailed Itinerary
- Metal spikes cleats will not be permitted
- The key to the facilities will be provided to the applicant on the dates specified by staff and the organization will need to complete the key check out form
- Applicant will utilize the soccer field only on the times and days that have been outlined above
- The applicant must notify the City two (2) days in advanced if the facility will not be occupied
- Applicant 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
- Applicant will pay the necessary deposits before beginning use of the field

- Applicant will maintain the field and other property based on their use and immediately report any observed problems, whether or not caused directly by their use, to City Hall.

FISCAL IMPACT

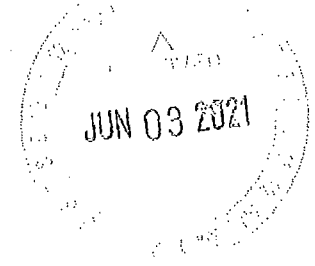
None at this time.

RECOMMENDATION

Staff recommends that the Commission discuss and consider the facility use application submitted by Jose Cruz for the use of the Danny Trejo Soccer Field

Attachment(s):

1. Attachment "A" – Facility Use Application Submitted By Jose Cruz



CITY OF MENDOTA FACILITY USE APPLICATION

PLEASE COMPLETE ALL QUESTIONS OR ITEMS FOR WHICH INFORMATION IS REQUESTED. PRINT ALL ANSWERS EXCEPT THE SIGNATURE.

FOR USE OF ALL OR SUBSTANTIALLY ALL OF THE ROJAS-PIERCE PARK PICNIC AREA AND BANDSTAND, OR MENDOTA POOL PARK BANDSTAND, VETERANS PARK, APPLICANTS MUST APPEAR BEFORE THE CITY COUNCIL FOR APPROVAL OF THE PERMIT.

NOTE: SECTION 12.20.050 APPLICATIONS FOR EXCLUSIVE USE SHALL BE FILED WITH THE CITY CLERK DURING THE MONTH OF FEBRUARY ANNUALLY AND SHALL BE SET FOR CONSIDERATION BY THE CITY COUNCIL AT ITS FIRST MEETING IN MARCH ANNUALLY. APPLICATIONS FOR EXCLUSIVE USE SHALL BE FILED NOT LESS THAN TWENTY ONE (21) NOR MORE THAN ONE HUNDRED FIFTY (150) DAYS PRIOR TO THE USE OF THE FACILITY. PROMOTERS SHALL REQUEST AN AGREEMENT WITH THE CITY BESIDES THE APPLICATION.

NOTE: SECTION 12.20.110: APPLICANT MUST PROVIDE THE CITY WITH CERTIFICATES OF INSURANCE SPECIFYING THE CITY OF MENDOTA AS NAMED INSURED EVIDENCING LIABILITY AND PROPERTY DAMAGE LIMITS WITH A COMBINED SINGLE LIMIT OF NOT LESS THAN ONE MILLION DOLLARS (\$1,000,000).

- COMPLETED APPLICATION.
- PROOF OF INSURANCE POLICY SHOWING CITY OF MENDOTA, AS ADDITIONAL INSURED.
- DEPOSIT, USE FEE, AND KEY DEPOSIT SUBMITTED TO FINANCE DEPARTMENT.
- OBTAINED SECURITY AS REQUIRED BY MENDOTA POLICE DEPARTMENT
- ORIGINAL SIGNATURE OF PERMITTEE WITH ACKNOWLEDGMENT.
- NOISE PERMIT, IF APPLICABLE
- DEPOSIT, USE FEE, AND KEY DEPOSIT RETURNED TO APPLICANT

1. This application is for the use of the following facility:
ROJAS PARK soccer field - Danny Trejo Soccer field
2. The organization, individual, business or entity applying for the use permit:
Jose Cruz (Galaxy FC)
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: JOSE CRUZ
ADDRESS (STREET AND CITY): [REDACTED]
TELEPHONE NO: [REDACTED]
4. DATE: 7/3/21 - 12/20/21 TIME: Mondays & Fridays 6:00pm - 8:00pm
5. Please describe the exact park area or areas requested for Exclusive Use. (List below and circle the area on the attached map).
at the end of the park. (Danny Trejo Soccer field)
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.
Soccer Practice
7. Number of persons expected to attend the function or event. 20
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

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.

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 ___ \$. 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.

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, JOSE R CROZ 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 Galaxy FC (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: JOSE R CROZ DATE: 6/3/21

I, Jose Beriz, 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: 6/3/21

Jose Beriz
Signature of Permittee

CITY MANAGER APPROVAL

THIS APPLICATION IS APPROVED / REJECTED FOR USE OF THE Danny Tiso soccer field ON July 5 -. THE FOLLOWING CONDITIONS OF APPROVAL SHALL APPLY, MAY INCLUDE POLICE DEPARTMENT REQUIREMENTS.

Keep area clean of trash. If ~~area~~ field is too wet from sprinklers wait until it dries or field will get ruined.

only approved ~~for~~ July - August 4, thru the recreation committee will consider remaining time.

CITY MANAGER: 

DATE: 7/8/2021 - Aug 4

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

POLICE DEPT: _____

DATE: _____