



# CITY OF MENDOTA

*"Cantaloupe Center Of The World"*

Agenda  
Recreation Commission Regular Meeting  
CITY COUNCIL CHAMBERS  
643 QUINCE STREET  
July 6, 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

## **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 meetings of May 4, 2017 and June 1, 2017.
2. Notice of waiving of the reading of all resolutions introduced and/or adopted under this agenda.

**BUSINESS**

1. Commission consider the request of Westside Youth Inc. to use the baseball field for a 2-day youth tournament.

**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 Regular Meeting of Thursday, July 6, 2017 was posted on the outside bulletin board located at City Hall, 643 Quince Street on Monday, July 3, 2017 at 11:40 am.

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

**MINUTES OF MENDOTA  
REGULAR RECREATION COMMISSION MEETING**

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**Regular Meeting**

**Thursday, May 4, 2017**

**Meeting called to order by Chairperson Robert Silva at 12:08 p.m.**

**Roll Call**

**Commissioners Present:** Chairperson Robert Silva, Commissioners Juan Luna, Kevin Romero, and John Sanchez.

**Commissioners Absent:** Vice-Chairperson Paul Ochoa and Commissioner 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 Sanchez to adopt the agenda, seconded by Commissioner Romero; unanimously approved (4 ayes, absent: Ochoa and Plascencia).

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

1. Approval of the minutes of the regular meeting of April 6, 2017.
2. Notice of waiving the reading of all resolutions introduced and/or adopted under this agenda.

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

**CITIZENS ORAL AND WRITTEN PRESENTATIONS**

None offered.

## **BUSINESS**

1. Commission to receive an update on Westside Youth Center Inc.'s Co-Ed Adult Softball Tournament.

Chairperson Silva reported that he requested a report on how the tournament went.

Staff reported that the tournament did not take place but that staff went over to open the field anyways.

Discussion was held on the need for organizations that request to use the field to notify the City when they end up not using it; the lock being changed on that baseball field at the end of the season; the future use of the field by organizations; and thanking staff for their dedication in taking care of the field.

2. Commission discussion on holding a fundraiser.

Chairperson Silva reported that the Mendota Explorers recently held a car wash to raise funds and that the Recreation Commission could do something similar, and reported on the need for the Recreation Commission to raise funds.

A motion was made by Commissioner Luna to have a car wash to raise funds on May 21<sup>st</sup>, seconded by Commissioner Romero; unanimously approved (4 ayes, absent: Ochoa and Plascencia).

## **ADJOURNMENT**

At 12:27 p.m. Commissioner Luna left the Council Chambers and the meeting was adjourned due to the lack of a quorum.

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Robert Silva, Chairperson

ATTEST:

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Matt Flood, City Clerk

**MINUTES OF MENDOTA  
REGULAR RECREATION COMMISSION MEETING**

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**Regular Meeting**

**Thursday, June 1, 2017**

**Meeting called to order by Chairperson Robert Silva at 12:02 p.m.**

**Roll Call**

**Commissioners Present:** Chairperson Robert Silva, Commissioners Juan Luna, Mario Plascencia, Kevin Romero, and John Sanchez.

**Commissioners Absent:** Vice-Chairperson Paul Ochoa.

**Flag Salute led by Chairperson Silva.**

**FINALIZE THE AGENDA**

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

Discussion was held on adding an item to the agenda regarding donating to the Mendota Youth Recreation Baseball Program.

A motion was made by Commissioner Luna to adopt the agenda as requested, seconded by Commissioner Sanchez; unanimously approved (5 ayes, absent: Ochoa).

**CITIZENS ORAL AND WRITTEN PRESENTATIONS**

None offered.

**DEPARTMENT REPORTS AND INFORMATIONAL ITEMS**

1. City Manager

City Manager DiMaggio shared that he had received concerns and complaints regarding the baseball field not being restored to his original state after usage; staff having to restore the field; and implementing a \$250 security deposit for the usage of the field in order to compensate staff's time.

Discussion was held on the purpose of implementing the \$250 deposit; meeting with

organizations to inform them of the deposit requirement; regulating the commission's donation funds; the amount of the deposit; and the deadline to submit applications for usage of the field.

**Sergio Valdez (Mendota Youth Recreation [MYR])** – stated that MYR restored the field in good condition but when he returned a few days later, it was not in its original condition.

Discussion was held on the equipment that is needed to restore the field in good condition and the cost of purchasing such equipment.

## **BUSINESS**

1. Commission consider the request of Westside Youth Inc. to use the baseball field for a 2-day youth tournament.

Chairperson Silva introduced the item and City Clerk Flood summarized the report and requested that the \$250 security deposit be added to the list of conditions of approval.

Commissioner Luna stated that he would abstain from discussing the item.

**Dino Perez (Westside Youth Inc. [WSY])** – stated that WSY did not have the equipment to restore the baseball field to his original state.

Discussion was held on the equipment that is needed to restore the field in good condition; the cost of purchasing such equipment; and staff restoring the field and being compensated through the security deposit.

A motion was made by Commissioner Plascencia to approve the application with the inclusion of conditions, seconded by Commissioner Romero; unanimously approved (4 ayes, abstain: Luna, absent: Ochoa).

At 12:32 p.m. Chairperson Silva announced that there would be a brief recess.

At 12:38 p.m. the Commission reconvened in open session.

2. Report on car wash fundraiser and planning for future fundraiser.

Chairperson Silva thanked the volunteers that helped at a previous car wash fundraiser and requested that the commission hold another fundraiser.

Discussion was held on when to hold a car wash.

A motion was made by Commissioner Romero to hold a car wash on June 25<sup>th</sup> at Mendota City Hall, seconded by Commissioner Plascencia; unanimously approved (5 ayes, absent: Ochoa).

3. Discussion and consideration to donate to Mendota Youth Recreation's Baseball Program for the all-star team.

A motion was made by Commissioner Romero to donate \$200 to the Mendota Youth Recreation Baseball Program, seconded by Commissioner Luna; unanimously approved (5 ayes, absent: Ochoa).

### **COMMISSIONER REPORTS AND INFORMATIONAL ITEMS**

None offered.

### **ADJOURNMENT**

At the hour of 12:54 p.m., with no more business to be brought before the Commission, a motion for adjournment was made by Commissioner Luna, with a second by Commissioner Romero; unanimously approved (5 ayes, absent: Ochoa).

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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:** APPLICATION FOR USE OF THE BASEBALL FIELD BY WESTSIDE YOUTH CENTER, INC.  
**DATE:** JULY 6, 2017

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**ISSUE**

Shall the Recreation Commission approve the exclusive use permit for the use of the Benny Mares Sr. Baseball Field for a youth tournament to be held on August 5<sup>th</sup> and 6<sup>th</sup>?

**BACKGROUND**

Westside Youth Center, Inc. (WYC) has requested the use of the Benny Mares Sr. Baseball Field for two days, August 5<sup>th</sup> and 6<sup>th</sup> (a Saturday and Sunday) for a youth tournament.

The tournament will be for youth up to 12 years old and will have the same number of games that they have planned to have for such events. Even though the application states that they expect 30-40 people to attend, staff anticipates more than that for a weekend tournament involving youth.

**ANALYSIS**

Staff would ask that, if the Commission approves the use, the usual conditions of approval be imposed for our local non-profit organizations: payment of the fees for use of the concession stand (a total of \$40), that WYC maintain the field 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, and a \$250 security deposit to be returned once the event is over and verification has been made as to the condition of the facilities.

**FISCAL IMPACT**

Slight revenue from the usage fees of the concession stand. Cost of normal wear and tear on the field caused by such use.

**RECOMMENDATION**

Staff recommends the Commission discuss and consider the use of the Benny Mares Sr. Baseball Field by WYC for the dates requested in the application and, if approved, apply the abovementioned conditions.



Aug. 5<sup>th</sup> 16<sup>th</sup> 2017



### 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.
- PROOF OF LIABILITY INSURANCE FOR FACILITY USE
- DEPOSIT, USE FEE, AND KEY DEPOSIT SUBMITTED TO FINANCE DEPARTMENT.
- OBTAINED SECURITY AS REQUIRED BY MENDOTA POLICE DEPARTMENT
- ORIGINAL SIGNATURE OF PERMITTEE WITH ACKNOWLEDGMENT.
- AMPLIFIED MUSIC PERMIT IF APPLICABLE

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

City baseball diamond @ Rojas-Pierce Park / Snack Bar

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

Westside Youth Inc. non-profit

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

ADDRESS (STREET AND CITY): 1709 7<sup>th</sup> Street - Mendota, CA 93640

TELEPHONE NO.: (559) 970-7840

4. DATE: Aug. 5<sup>th</sup> / 6<sup>th</sup> 2017 TIME: 7am - 8pm Sat. & Sunday

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

Baseball Diamond, Snack bar and restrooms

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.

Fundraiser for Westside Youth to support youth programs / Youth baseball tournament.

7. Number of persons expected to attend the function or event. Approx 30-40 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 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: N/A  
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.

Youth baseball tournament, will need use of restrooms and concession stand.  
City staff to grade baseball diamond after use.

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 \$ 0. 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 Inc. 1709 T<sup>h</sup> St. Mendota PWSY 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 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, Dino Perez 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 Dino Perez/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: 6/22/17

I, Dino Perez, 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: 6/22/17  
[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.

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\_\_\_\_\_

CITY MANAGER: \_\_\_\_\_ DATE: \_\_\_\_\_

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

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

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