



# CITY OF MENDOTA

*"Cantaloupe Center Of The World"*

Agenda  
Recreation Commission Regular Meeting  
CITY COUNCIL CHAMBERS  
643 QUINCE STREET  
September 6, 2018  
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 meeting of August 2, 2018.
2. Notice of waiving of the reading of all resolutions introduced and/or adopted under this agenda.

## **BUSINESS**

1. Commission consider the request of Mendota Youth Recreation to use the baseball field for an adult softball 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, September 6, 2018 was posted on the outside bulletin board located at City Hall, 643 Quince Street on Friday, August 31, 2018 at 12:00 p.m.

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

**MINUTES OF MENDOTA  
REGULAR RECREATION COMMISSION MEETING**

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**Regular Meeting**

**Thursday, August 2, 2018**

**Meeting called to order by Chairperson Robert Silva at 12:01 p.m.**

**Roll Call**

**Commissioners Present:** Chairperson Robert Silva, Commissioners Jessica Barron, Angela Gonzalez, and John Sanchez.

**Commissioners Absent:** Vice-Chairperson Paul Ochoa and Commissioner Juan Luna

**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 Gonzalez; unanimously approved (4 ayes, absent: Luna and Ochoa).

**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 3, 2018.
2. Notice of waiving the reading of all resolutions introduced and/or adopted under this agenda.

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

## **BUSINESS**

1. Commission discussion on an adult softball tournament organized and managed by a separate organization.

Chairperson Silva reported that he was approached by individuals who are interested in using the baseball field for a softball league; that such requests need to come before the Recreation Commission for consideration and approval; and introduced Mr. Antonio Gonzales.

**Antonio Gonzales** – stated that there are several individuals that are interested in using the field for a softball league in the fall, and requested information on the process to request the use of the field.

Discussion was held on the possibility of Mendota Youth Recreation assisting the group in organizing the softball league.

Economic Development Manager Flood reported on the renovation of the baseball field in 2013; that the Recreation Commission was initially created to maintain the integrity of the field as well as manage the use of the field; the requirements that need to be fulfilled and the process that needs to be followed to request the use of the field; that the field was initially created for the use by children but that the field has been used by adults; and a softball league that was planned and organized a few years ago but did not come to fruition due to the lack of interest.

Discussion was held on how the City can support the league; the members of the league abiding by the rules; the insurance requirement; and the benefits of having a local non-profit organization acting like an umbrella organization for the league.

The Commission directed staff to work with Mr. Gonzales on the proposed fall softball league.

## **COMMISSIONER REPORTS AND INFORMATIONAL ITEMS**

Chairperson Silva reminded everyone about the upcoming Annual Gutierrez Family Backpack Giveaway event and invited the Commissioners to volunteer at the event.

Deputy City Clerk Cabrera reported that there is a vacancy on the Recreation Commission and that anyone that is interested in applying can pick up an application at City Hall.

## **ADJOURNMENT**

At the hour of 12:58 p.m., with no more business to be brought before the Commission, a motion for adjournment was made by Commissioner Sanchez, with a second by Commissioner Barron; unanimously approved (4 ayes, absent: Luna and 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 MENDOTA YOUTH RECREATION FOR AN ADULT SOFTBALL TOURNAMENT  
**DATE:** SEPTEMBER 6, 2018

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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 an adult tournament?

**BACKGROUND**

Mendota Youth Recreation (MYR) has requested the use of the Benny Mares Sr. Baseball Field to hold an adult softball tournament every Monday from September 21st until November 2nd, which would be a maximum total of 6 game days. The games would be from 5pm until 9pm, and would require the use of the lights.

The stated purpose of the tournament (application attached) is to be a fundraiser for "Girls Basketball".

**ANALYSIS**

Due to the expenses incurred in the renovation of the Benny Mares, Sr. Baseball Field, the City Council and Recreation Commission have stated that the intention is to give priority to youth organizations, both in order to support the youth and to preserve the physical integrity of the field. Therefore it is up to the Commission to discuss whether it thinks this use is appropriate.

As past practice when use of the field by adults is concerned, staff will not provide a recommendation as to whether to approve or deny the request, leaving that up to the Commission. However staff does recommend that, if the Commission is considering approving this use, measures be applied to ensure the integrity of the field, such as what type of footwear is permitted by participants.

Additionally, and due to the fact that this is not a non-profit use by youth, Staff is recommending that MYR pay the associated resident fees (attached) before the field is used:

- \$25 per half-day for use of the field (total based on request would be \$150)
- \$100 refundable cleaning deposit
- \$250 refundable administrative security deposit
- \$20 per hour use of lights (total based on request would be \$240)
- \$25 per half-day for use of the concession stand (if requested)

**FISCAL IMPACT**

Revenue from the usage fees to the general fund. Expenses related to the cost of wear and tear on the field caused by adult use.

**RECOMMENDATION**

Staff recommends the Commission discuss the use of the field by MYR for a co-ed adult softball league.



## 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

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

Mendota Youth Recreation

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 Puchon St

TELEPHONE No.: 559-647-4043

4. DATE: 9-21-18 everymonly TIME: @ 5:00 to 9:00 until 11-2-18

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 Restrooms lights

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.

Girls basket ball fund raiser. Soft ball league

7. Number of persons expected to attend the function or event. 40

8. Will alcoholic beverages be sold? Yes \_\_\_ No X 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 X. 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.

mens soft ball games every monday  
from 5:00 pm to 9:00 pm

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.  
Girls Basket Ball
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 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: Sergio Valdez DATE: 8-14-18

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: 8-14-18  
Sergio Valdez  
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: \_\_\_\_\_



Policy Number: WS244545

Date Entered: 6/27/2018

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
4/1/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> <b>ALL SERVE INSURANCE SERVICES</b> <b>1066 N GRANTLAND AVE</b> <b>FRESNO, CA 93723</b>	<b>CONTACT NAME:</b> <b>Jim Tekunoff</b>	
	<b>PHONE (A/C, No, Ext):</b> <b>(559)999-1355</b>	<b>FAX (A/C, No):</b> ( ) -
	<b>E-MAIL ADDRESS:</b> <b>ALLSERVEINS@GMAIL.COM</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> <b>Northfield Insurance</b>	
	<b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	

**INSURED** **MENDOTA YOUTH RECREATION, INC.**

**667 QUINCE STREET**  
**MENDOTA, CA 93640**

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> <b>CLAIMS-MADE</b> <input checked="" type="checkbox"/> <b>OCCUR</b>  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> <b>POLICY</b> <input type="checkbox"/> <b>PRO-JECT</b> <input type="checkbox"/> <b>LOC</b> OTHER:			WS244545	4/1/2018	4/1/2019	EACH OCCURRENCE \$ <b>1,000,000</b> DAMAGE TO RENTED PREMISES (Ea occurrence) \$ <b>100,000</b> MED EXP (Any one person) \$ <b>EXCLUDED</b> PERSONAL & ADV INJURY \$ <b>1,000,000</b> GENERAL AGGREGATE \$ <b>2,000,000</b> PRODUCTS - COM/OP AGG \$ <b>EXCLUDED</b> \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> <b>ANY AUTO</b> <input type="checkbox"/> <b>OWNED AUTOS ONLY</b> <input type="checkbox"/> <b>SCHEDULED AUTOS</b> <input type="checkbox"/> <b>HIRED AUTOS ONLY</b> <input type="checkbox"/> <b>NON-OWNED AUTOS ONLY</b>						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> <b>OCCUR</b> <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> <b>CLAIMS-MADE</b> <input type="checkbox"/> <b>DED</b> <input type="checkbox"/> <b>RETENTION \$</b>						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE   OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**ADULT SOFTBALL LEAGUE - EIGHT (8) TEAMS EACH FOR MEN AND LADIES**

<b>CERTIFICATE HOLDER</b> <b>CITY OF MENDOTA</b> <b>643 QUINCE AVE</b> <b>MENDOTA, CA 93640</b>	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE  <b>JIM TEKUNOFF</b>
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