



**AGENDA SUMMARY
PARKS AND RECREATION COMMISSION MEETING
WEDNESDAY, FEBRUARY 10, 2016
6:30 P.M.
ARROYO GRANDE CITY COUNCIL CHAMBERS
215 E. BRANCH STREET, ARROYO GRANDE**

1. CALL TO ORDER

2. FLAG SALUTE

3. ROLL CALL

4. COMMUNITY COMMENTS AND SUGGESTIONS

This public comment period is an invitation to members of the community to present issues, thoughts, or suggestions on matters not scheduled on this agenda. Comments should be limited to those matters that are within the jurisdiction of the Parks and Recreation Commission. The Brown Act restricts the Commission from taking formal action on matters not published on the agenda. In response to your comments, the Chair or presiding Commissioner may:

- ◆ Direct City staff to assist or coordinate with you.
- ◆ A Commissioner may state a desire to meet with you.
- ◆ It may be the desire of the Commission to place your issue or matter on a future Commission agenda.

5. CONSENT AGENDA

The following routine items listed below are scheduled for consideration as a group. The recommendations for each item are noted. Any member of the public who wishes to comment on any Consent Agenda item may do so at this time. Any Commission Member may request that any item be withdrawn from the Consent Agenda to permit discussion or change the recommended course of action. The Parks and Recreation Commission may approve the remainder of the Consent Agenda on one motion.

5.a. CONSIDERATION OF APPROVAL OF MINUTES

Recommended Action: Approve the minutes of the Parks and Recreation Commission meeting of December 9, 2015 as submitted.

Documents: [PRC Minutes 120915.pdf](#)

6. CONTINUED BUSINESS

7. NEW BUSINESS

7.a. REQUEST FOR PARTIAL FEE WAIVER - BOY SCOUTS OF AMERICA, LOS PADRES COUNCIL

Recommended action: Review and approve the request for a partial fee reduction for use of Heritage Square Park by the Los Padres Council Boy Scouts.

Documents: [P R Staff Report 2-10-16 FINAL Fee Waiver Boy Scouts Bridging \(2\).pdf](#), [FeeWaiver_BoyScouts_7a_Attachment1.pdf](#), [LetterLosPadresCouncilBoyScouts_7a_Attachement2.pdf](#)

7.b. INSTALLATION OF A SCOREBOARD AT DON ROBERTS FIELD BY ARROYO GRANDE VALLEY LITTLE LEAGUE

Recommended action: Review report and accept the donation of a scoreboard for Don Roberts Field by Arroyo Grande Valley Little League.

Documents: [P R Staff Report 2-10-16 DON ROBERTS SCOREBOARD.pdf](#),
[LetterFromAGVLLPresident_7b_Attachment1.pdf](#),
[PictureProposedScoreboard_7b_Attachment2.pdf](#)

8. COMMISSION COMMUNICATIONS

Correspondence/comments as presented by the Parks and Recreation Commission.

9. STAFF COMMUNICATIONS

Correspondence/comments/requested follow up items as presented by the Director of Recreation Services and Director of Public Works.

10. COMMUNITY COMMENTS AND SUGGESTIONS

This public comment period is an invitation to members of the community to present issues, thoughts, or suggestions. Comments should be limited to those matters that are within the jurisdiction of the Parks and Recreation Commission. The Brown Act restricts the Commission from taking formal action on matters not published on the agenda.

11. ADJOURNMENT

All staff reports or other written documentation, including any supplemental material distributed to a majority of the Parks and Recreation Commission within 72 hours of a regular meeting, relating to each item of business on the agenda are available for public inspection during regular business hours in the Recreation Services Department, 1221 Ash Street, Arroyo Grande. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. To make a request for disability-related modification or accommodation, contact the Legislative and Information Services Department at 805-473-5414 as soon as possible and at least 48 hours prior to the meeting date.

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DRAFT
To be approved
at the February
2016 meeting.

MINUTES
CITY OF ARROYO GRANDE
PARKS AND RECREATION COMMISSION
WEDNESDAY, DECEMBER 9, 2015, 6:30 P.M.
CITY COUNCIL CHAMBERS
215 E. BRANCH STREET
ARROYO GRANDE, CALIFORNIA

1. **CALL TO ORDER**
Chair King presided and called the Arroyo Grande Parks and Recreation Commission meeting to order at 6:31 p.m.

2. **FLAG SALUTE**
Commissioner Blethen led those present in the Flag Salute.

3. **ROLL CALL**
Commissioner Linda Sandy, Commissioner Jen Jensen, Commissioner Will Reichardt, Vice Chair Shawn Blethen, and Chair Greg King were present at roll call. Attending staff included, Recreation Services Director John Rogers and Administrative Secretary Jill Fitzgerald.

4. **COMMUNITY COMMENTS AND SUGGESTIONS**
None.

5. **CONSENT AGENDA**
 - 5.a. **Consideration of Approval of Minutes**
Action: Upon motion/second by Commissioners Sandy/Blethen the minutes of the Parks and Recreation Commission meeting of October 14, 2015 were approved as submitted.

6. **CONTINUED BUSINESS**
None.

7. **NEW BUSINESS**
 - 7.a. **PROPOSAL TO CONVERT TENNIS COURT #5 AT SOTO SPORTS COMPLEX TO PERMANENT PICKLEBALL COURTS**
Director Rogers reviewed the staff report and gave a presentation to the commission regarding the proposal to convert court #5 to permanent pickleball courts.

Director Rogers answered questions from Commissioners Sandy and King.

Commissioner King opened up the public comment period.

Ron Pelligrini of Arroyo Grande and the Five Cities Tennis Association spoke about the tennis association. He is against losing the tennis court to a permanent pickleball court. He suggested time and money be spent on fundraising for a different location of a permanent pickleball court. He said the tennis association would help build the courts.

Raymond Furman spoke in favor of keeping court #5 as a tennis court. He suggested

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moving the community garden and using this space to build a permanent pickleball court.

Brent Nolan, volunteer for the pickleball group, spoke in favor of a permanent pickleball court.

Mike Harrod of Arroyo Grande spoke in favor of permanent pickleball courts on tennis court #5.

Gigi Guerra, ambassador of USAPA, spoke in favor of converting court #5 to permanent pickleball courts.

Reggie Santos spoke against converting court #5 to permanent pickleball courts. He asked the commission to vote to keep the court designated for tennis.

Ron Addison of Arroyo Grande expressed his opinion in favor of converting tennis court #5 to permanent pickleball courts.

William Brown of Arroyo Grande expressed his concern for the growing popularity of pickleball. He mentions the possibility of tennis court #5 not being enough and the potential for more tennis courts to be converted.

Pete Peterson spoke in favor of a joint use between tennis and pickleball.

Scott Clear is a tennis instructor and spoke about the history of the evolution of pickleball in the local area. He suggested looking into another location that might accommodate this growing sport.

Steven Lee spoke in favor of converting tennis court #5 to permanent pickleball courts.

Dave Ekbohm of the 5 Cities Men's club saw an underutilized facility that with a few low cost improvements could generate more participation.

Chris Patel past president of the Five Cities Tennis Association expressed his concern to losing more than just tennis court #5. He mentions that he plays tennis on court #5 when the other four courts are being used.

Marilyn Spiegelman, volunteer for the pickleball group, spoke in favor of converting tennis court #5. Marilyn spoke about the relief of needing pickleball volunteers if the tennis courts were permanently converted to pickleball.

Karen Hicks of Arroyo Grande and volunteer for the pickleball group spoke in favor of converting tennis court #5 to permanent pickleball courts.

Mr. Whittington spoke against the conversion of tennis court #5 to permanent pickleball court.

Dennis Daniels spoke against the conversion of tennis court #5 to permanent

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pickleball courts.

Commissioner King closed the public comment period.

Director Rogers answered questions from the Commissioners.

Director Rogers stated that there is no plan to convert future tennis courts to pickleball courts.

Commissioner King addressed those present and thanked them for their congenial conduct.

Commissioner Blethen made a motion to approve the proposal by the 5 Cities Men's Club to convert tennis court #5 only at the Soto Sports Complex into four permanent pickleball courts. Commissioner Blethen added to not allow tennis courts 1-4 to be converted in the future and restrict the expansion of the pickleball program at Soto unless based on an approved feasibility study. Commissioner Jensen seconded and Commissioner King moved to discuss the motion at hand.

After discussion and clarification of the motion, the motion passed on the following roll-call vote:

Ayes: Blethan, Sandy, Jensen, Reichadt, King

Noes:

Commissioner Sandy made a motion to authorize the 5 Cities Men's Club to be the lead entity to raise funds, provide volunteer services, and equipment to complete the necessary court conversion work. Commissioner Jensen seconded the motion and the motion passed on the following roll-call vote:

Ayes: Blethan, Sandy, Jensen, Reichadt, King

Noes:

**7.b. COMMUNITY SERVICE GRANT PROGRAM REVIEW COMMITTEE –
APPOINTMENT OF PARKS AND RECREATION COMMISSION REPRESENTATIVE**

Director Rogers reviewed the staff report.

Commissioner Sandy gave details of her past experience to the commission regarding the community service grant program review committee. Commissioner Jensen and Commissioner Reichardt both showed interest in the committee.

Action: Commissioner Blethen moved to appoint Commissioner Reichardt to the grant review committee and Commissioner Jensen as an alternative. Commissioner Sandy seconded the motion and the motion passed.

8. COMMISSION COMMUNICATIONS

Commissioner King thanked the commission.

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9. STAFF COMMUNICATIONS

Director Rogers brought to the attention of the commission an update to the agenda regarding follow up items. Located under the Staff Communications item of the agenda, is a place for the commission and staff to address any items requested for follow up.

Director Rogers updated the commission on an item previously brought up by Drew Brandy regarding Oro Park. The Public Works staff completed brush removal, tree trimming, and tree removal at Oro Park. Public Works staff is also working on an Adopt-A-Park agreement for Oro Park.

Director Rogers informed the commission about the upcoming holiday lights decorating contest on Dec 16 and 17. He added that new camps and classes will be offered this winter, the 5 Cities Youth Basketball program is in full swing, and the Winter/Spring activity guide is out in mailboxes.

Director Rogers updated the commission about the current Elm Street dog park association.

10. COMMUNITY COMMENTS AND SUGGESTIONS

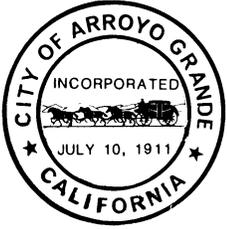
Patty Welsh of Arroyo Grande spoke about the pocket park on Oro. She recommends staff look at the grass at Oro Park because it is too lush.

11. ADJOURNMENT

Action: Upon motion/second by Commissioners Sandy/Jensen, the meeting of the Parks and Recreation Commission was unanimously adjourned at 8:17 p.m. to the next scheduled meeting of January 13, 2015.

GREG KING, CHAIR

Attest: _____
JILL FITZGERALD, SECRETARY TO THE COMMISSION



MEMORANDUM

TO: PARKS AND RECREATION COMMISSION

FROM: JOHN ROGERS, DIRECTOR OF RECREATION SERVICES

SUBJECT: REQUEST FOR PARTIAL FEE WAIVER – BOY SCOUTS OF AMERICA, LOS PADRES COUNCIL

DATE: FEBRUARY 10, 2016

RECOMMENDATION:

Staff recommends the Commission review the fee waiver request (Attachment 1), and letter (Attachment 2) from the Los Padres Council Boy Scouts, and grant a \$37.50 reduction of fees for use of Heritage Square Park.

IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:

Granting the \$37.50 fee waiver will reduce facility rental revenue.

BACKGROUND:

The Los Padres Council Boy Scouts have submitted a fee waiver request (Attachment 1) and letter (Attachment 2) for a reduction of fees for use of Heritage Square Park for their annual bridging ceremony. The date of the use is Saturday, February 20, 2016. The normal rental fee would be \$75.

The bridging ceremony celebrates the transition of Cub Scouts into Boy Scouts. The ceremony includes several local Cub Scout Packs and several local Boy Scout Troops.

ANALYSIS OF ISSUES:

It has been standard practice of the Parks and Recreation Commission, when deemed appropriate, to waive fees for local, Arroyo-Grande-based, non-profit groups. In order for a waiver request to be considered, the requesting organization must complete and submit a City of Arroyo Grande Fee Waiver or Reduction Criteria Form (Attachment 1), along with a letter (Attachment 2). Groups meeting five or more of the criteria qualify for a full waiver, up to a maximum of \$750. The Parks and Recreation Commission may waive fees up to \$500. The Los Padres Council Boys Scouts meet only two of the waiver criteria, which qualifies them for a waiver of half of the rental fee (\$37.50).

**PARKS AND RECREATION COMMISSION
FEE WAIVER REQUEST – LOS PADRES COUNCIL BOY SCOUTS
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ALTERNATIVES:

The following alternatives are provided for the Commission's consideration:

- Approve staff's recommendation to grant a \$37.50 reduction of fees for the Family Care Network;
- Do not approve Staff's recommendation and deny the fee reduction;
- Modify staff's recommendation and determine a different amount to be waived; or
- Provide staff direction.

ADVANTAGES:

Approval of staff's recommendation will save the Family Care Network \$37.50, which will better enable them to provide services for local children.

DISADVANTAGES:

Approval of staff's recommendation will reduce revenues by \$37.50.

ENVIRONMENTAL REVIEW:

No environmental review is required.

PUBLIC NOTIFICATION AND COMMENTS:

Notification has been sent to the Family Care Network.

Attachments:

1. City of Arroyo Grande Fee Waiver or Reduction Criteria Form
2. Letter from Los Padres Council Boy Scouts

Name: Beverly Suneson Address: 1191 Shannon Rd. Phone #: (949) 233-6827
Type of Fee Requested to Be Waived: Park Rental Total Fee Amt. To Be Considered: \$ _____
Feb. 20, 2016 (Maximum \$750 per calendar year)

VAIVER OF FEES: All groups/organizations/sponsors requesting a waiver of fees must submit a completed Fee Waiver or Reduction Criteria Form with a letter stating: (a) the facility requested, (b) event, (c) which fees should be waived, and (d) verification of information requested on the criteria form (e.g., organization donates 50% of its budget-supporting programs in the Five Cities area). Please include all additional information on a separate sheet of paper along with your letter of request. All forms and letters should be submitted as follows:

For Requests for Fees Totaling \$500 or Less:
Parks and Recreation Commission
c/o Recreation Services
1221 Ash Street
Arroyo Grande, CA 93420

For Requests for Fees Totaling \$501 or More:
Arroyo Grande City Council
Attention: Administrative Services Director
214 East Branch Street
Arroyo Grande, CA 93420

Check below each item that applies to your group or organization: 951696725

- 1. Local Arroyo Grande-based non-profit group or organization # _____ (provide I.D. number). "Local" is defined as 50% membership from the City of Arroyo Grande.
- 2. Non-profit group/organization services youth only, ages 6 - 18; and no specific program fees are charged youth (other than registration fee). Number of youth served: 40. Registration fee charged to youth: 0.
- _____ 3. The group/organization donates 50% of its budget supporting programs/activities within the City of Arroyo Grande or the Five Cities area. Examples of programs/activities supported: _____
- _____ 4. The facility/activity requested and all proceeds will be used for a specific City of Arroyo Grande/Five Cities area public project, benefit, or cause. Example of specific service/project: _____
- _____ 5. The event proposed is open to the public, and the organization/sponsor is not requesting a donation or charging a fee for entry or to participants (vendors, speakers, etc.).
- _____ 6. Group or organization provides a yearly donation (equipment, monetary, services-in-kind) to the City of Arroyo Grande. Specific donation: _____ Date of donation: _____
- _____ 7. Mid-week or shared scheduling of facility. The group has requested a date during the week (Monday - Thursday), and another organization will be meeting at the same time.

_____ **TOTAL NUMBER OF CRITERIA ITEMS WHICH APPLY.**

QUALIFICATIONS: Groups meeting criteria items 1 - 7 above score 1 point each. A score of 5 or more points qualifies a group for a waiver or reduction of fees. Groups scoring less than 5 points may be eligible for a waiver of up to 50% of the fee(s).

DETERMINATION: All requests for the reduction or waiver of fees for uses that require a Public Safety and Welfare Permit or Police Department Auxiliary Police Services (e.g., fees established by City Ordinance or Resolution) must be approved by the City Council.

Field rental fees (excluding tournaments, lighting, and field preps) shall be waived for all youth sport activities scoring five (5) points or more on a fully completed Fee Waiver or Reduction Criteria Form. "Youth sport activities" shall be defined as any league/team roster having members under the age of 18, with the exception that a maximum of three (3) members may be 18 or older, at the time the roster is submitted to the Recreation and Maintenance Services Department.

FOR FEES TOTALING \$500 OR LESS FOR USE OF A CITY FACILITY: Waiver or reduction of the fees can be approved by the Parks and Recreation Commission. All decisions made by the Parks and Recreation Commission can be appealed to the City Council.

FOR FEES TOTALING \$501 OR MORE FOR USE OF A CITY FACILITY: Waiver or reduction of fees must be approved by the City Council.

THE MAXIMUM ANY INDIVIDUAL GROUP CAN RECEIVE IN WAIVERS IS \$750 ANNUALLY (Calendar year): This maximum may not be appealed.



BOY SCOUTS OF AMERICA®
LOS PADRES COUNCIL

Agenda Item No. 7a
Attachment 2

January 29, 2016

Arroyo Grande Parks and Recreation
1221 Ash Street
Arroyo Grande, CA 93420

To Whom It May Concern:

It is my privilege to write this letter confirming that Los Padres Council, Boy Scouts of America, Camino Real District will be holding a Bridging Event at Centennial Park in Arroyo Grande on Saturday, February 29, 2016 between the hours of 9:30 a.m. – 1:30 p.m. This event is being held to benefit youth in Scouting between the ages of 6 to 18 years old; over 50% of the youth participating in this event are residents of the City of Arroyo Grande. Scouts in attendance will observe the “Leave No Trace” Guidelines and Principals while upholding the highest standards knowing that they will always lead by example while upholding the Scout Oath and Law.

I am also including a copy of a letter from the National Council confirming Los Padres Council’s federal tax-exempt status. Los Padres Council, Boy Scouts of America, Tax Identification #95-1696725. Please don’t hesitate to give me a call if you should have any questions or concerns.

Sincerely,

Carlos Cortez
Scout Executive/CEO
Los Padres Council, BSA

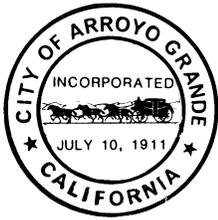
Enclosure

cc: Beverly Suneson, Committee Chair, Camino Real District

Santa Maria Service Center
228 Town Center East – J87
Santa Maria, CA 93454
(805) 925-1955
www.lpcbsa.org

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MEMORANDUM

TO: PARKS AND RECREATION COMMISSION

FROM: JOHN ROGERS, DIRECTOR OF RECREATION SERVICES

SUBJECT: INSTALLATION OF A SCOREBOARD AT DON ROBERTS FIELD BY ARROYO GRANDE VALLEY LITTLE LEAGUE

DATE: FEBRUARY 10, 2016

RECOMMENDATION:

Staff recommends the Commission accept the donation of a scoreboard for Don Roberts Field by Arroyo Grande Valley Little League.

FINANCIAL IMPACT:

Arroyo Grande Valley Little League will fully fund purchase and installation of the scoreboard. A minimal amount of staff time will be needed to oversee the project and approve plans.

BACKGROUND:

The Soto Sports Complex includes seven ball fields used by various local youth sports organizations as the primary facility for their league and tournament play. These groups partner with the City to help maintain the facility and occasionally make improvements that benefit the fields they use, and the overall facility.

Arroyo Grande Valley Little League has used the Soto Sports Complex since it was built, and they are an important partner in overall upkeep and improvement of the facility.

ANALYSIS OF ISSUES:

Don Roberts Field does not currently have a scoreboard. The proposal by the AGVLL will be to install a solar powered scoreboard beyond the center field fencing. They have offered to fully fund the purchase and installation costs, including all required inspections. AGVLL will sign a donation agreement which includes the requirement that AGVLL will be responsible for the cost of future maintenance of the scoreboard.

Installation of a scoreboard at Don Roberts Field will enhance the experience of teams and fans using that field and will add to the overall quality of the Sports Complex. The choice to use a solar powered scoreboard will keep from adding costs for electricity to the complex operational expenses.

ALTERNATIVES:

- Approve the donation of a scoreboard for Don Roberts Field;
- Do not approve the donation; or
- Provide staff with direction

**PARKS AND RECREATION COMMISSION
INSTALLATION OF A SCOREBOARD AT DON ROBERTS FIELD BY ARROYO
GRANDE VALLEY LITTLE LEAGUE
FEBRUARY 10, 2016
PAGE 2**

PUBLIC NOTIFICATION AND COMMENTS:

The Agenda was posted in front of City Hall on Friday, February 5, 2016. The agenda and staff report were posted on the City's website on Friday, February 5, 2016.

Attachments:

1. Letter from AGVLL President Scott Pimentel
2. Picture of the proposed scoreboard

AGVLL Score Board Don Roberts Field

January 05, 2016

City of Arroyo Grande, Ca.

Dear Sir/Madam,

Please accept this proposal for a New Score Board (SB) for Don Roberts Field for Arroyo Grande Valley Little League (AGVLL).

Included as follows:

- Photos/Sketches of the existing Santos Field SB and proposed dimensions of a new SB for Don Roberts Field.
- Solar Panel Manufacturer Data Sheets
- ELECTRO-MECH Manual/Data Sheets

Please note that the existing SB at Santos Field dimensions are 4'-8"x11' wide and 15' tall at top of SB to existing grade with a distance of 202' from home plate. Our proposed SB for Don Roberts dimensions are 20'x10' wide and 18' tall from top of SB to finished grade with a distance of 291.5 +/- from home plate. We propose a larger SB due to the increased distance from spectators/teams; this also will increase visibility of game stats.

Our preferred location (option 1 on sketch photo) of right center field, we feel, is the best location for an even view from all spectator locations. We are also powering the SB with Solar Panels and this location is the optimal spot to receive the most sun light possible.

We have also attached the SB manufacturer ELECTRO-MECH manual which includes there recommendations for footing size and pipe size and embedment depth for SB. We also have a local Structural Engineer reviewing data and will be submitting final recommendations for footing size/depth, reinforcement and pipe embedment. We will submit that data upon receipt from engineer.

Thank You for your time,

Best Regards

Scott Pimentel

AGVLL President.

Agenda Item No. 7b
Attachment 2

