



**AGENDA SUMMARY
PARKS AND RECREATION COMMISSION MEETING
WEDNESDAY, APRIL 13, 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 Any Commission Member may request that any item be withdrawn from the Consent Agenda to permit discussion or change the recommended course of action.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 February 10, 2016 as submitted.

Documents: [PRC Minutes 021016.pdf](#)

6. CONTINUED BUSINESS

7. NEW BUSINESS

7.a. REQUEST FOR FEE WAIVER – FIVE CITIES YOUTH BASEBALL

Recommended action: Review and approve the fee waiver request from Five Cities Youth Baseball for improvements made at the Soto Sports Complex.

Documents: [PRC Fee Waiver Request Five Cities Baseball 4-13-16.pdf](#),
[FeeWaiver_FiveCitiesYouthBaseball_7a_Attachment1.pdf](#)

7.b. INSTALLATION OF TWO BATTING CAGES AT PORTER FIELD BY ARROYO GRANDE VALLEY LITTLE LEAGUE AND FIVE CITIES YOUTH BASEBALL

Recommended action: Review the report and accept the donation of two batting cages for the Soto Sports Complex by Arroyo Grande Valley Little League and Five Cities Youth Baseball.

Documents: [P R Staff Report FINAL 4-13-16 BATTING CAGES.pdf](#), [Batting Cages](#)

[ATTACHMENT 1.pdf, Batting Cages](#) [ATTACHMENT 2.pdf, Batting Cages](#)
[ATTACHMENT 3.pdf, Batting Cages](#) [ATTACHMENT 4.pdf, Batting Cages](#)
[ATTACHMENT 5.pdf, Batting Cages](#) [ATTACHMENT 6.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 April 2016
meeting.

MINUTES
CITY OF ARROYO GRANDE
PARKS AND RECREATION COMMISSION
WEDNESDAY, FEBRUARY 10, 2016, 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**
Boy Scouts, Caleb and Walter, led those present in the Flag Salute.

3. **ROLL CALL**
Commissioner Linda Sandy, Commissioner Jen Jensen, Commissioner Will Reichardt, 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/Jensen the minutes of the Parks and Recreation Commission meeting of December 9, 2015 were approved as submitted.

6. **CONTINUED BUSINESS**
None.

7. **NEW BUSINESS**
- 7.a. **REQUEST FOR PARTIAL FEE WAIVER – BOY SCOUTS OF AMERICA, LOS PADRES COUNCIL**
Director Rogers reviewed the staff report and introduced Beverly Suneson, a representative of the Boy Scouts.

Beverly Suneson addressed the commission and explained the purpose of the bridging ceremony.

Action: Commissioner Sandy made a motion to pass. Commissioner Jensen seconded the motion and the motion passed.

- 7.b. **INSTALLATION OF A SCOREBOARD AT DON ROBERTS FIELD BY ARROYO GRANDE VALLEY LITTLE LEAGUE**
Director Rogers reviewed the staff report including a PowerPoint presentation showing the size and the proposed placement of the scoreboard.

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Director Rogers answered questions from Commissioner Reichardt about the proposed scoreboard

Scott Pimental, of AGVLL, spoke about the proposed scoreboard and answered questions from members of the commission.

Commissioner King opened up the public comment period.

Sandra Kerr, of Arroyo Grande, spoke about her concern regarding the location and size of the scoreboard. She asked if the location of the scoreboard could be moved.

Discussion ensued regarding possible alternative locations for the scoreboard.

Commissioner King closed the public comment period and asked Director Rogers to speak about a comment made by Sandra Kerr regarding lighting at the Soto Sports Complex.

Commissioner Jensen made a motion to accept the donation of the scoreboard for Don Roberts field with the stipulation that the scoreboard be moved to a better line of sight so as to appease the property owners.

Action: Commissioner Jensen made a motion to accept the donation of the scoreboard for Don Roberts field with the stipulation that the scoreboard be moved to a better line of sight so as to appease the property owners. Commissioner Reichardt seconded the motion and the motion passed.

8. COMMISSION COMMUNICATIONS

Commissioner Sandy spoke about an idea a citizen conveyed to her, to commemorate a park that is nearing 35 years old. Commissioner Sandy suggested we give thought to a new idea to celebrate anniversaries for volunteer based implementations of our city parks. The commission asked to have this item put on the next agenda as new business.

9. STAFF COMMUNICATIONS

On behalf of Director English, Director Rogers updated the commission about the current state of the Heritage Square Park restroom project. The contractor for the project backed out so public works may need to put the project back out to bid, which will delay the project. Director Rogers reminded the commission about the severe drought we are still in and without significant rain, more water restrictions will be coming down the road. Director Rogers talked about the article Director English included in the commissioner's packets regarding field closure policy. Staff will be developing a field closure policy for the commission to review and approve in the near future.

Director Rogers encouraged the commissioners to attend an upcoming workshop with SLOCAPRA. Director Rogers updated the commission on the Women's Club kitchen remodel. He explained that after a cost estimate, funds were short to complete the remodel. The kitchen committee decided to meet in a month and try to revise the

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scope of the project to save money.

Director Rogers informed the commission that Sheridan Bohlken, Volunteer Coordinator for the City of Arroyo Grande, has secured labor and donations to repaint the interior of the Elm Street Community Center. The group, Paint it Forward will be the lead for the project and the Oceano Kiwanis donated all the paint.

10. COMMUNITY COMMENTS AND SUGGESTIONS

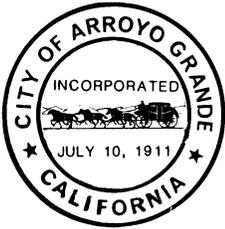
None.

11. ADJOURNMENT

Action: Upon motion/second by Commissioners Jensen/Sandy the meeting of the Parks and Recreation Commission was unanimously adjourned at 7:09 p.m. to the next scheduled meeting of March 9, 2016.

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 FEE WAIVER – FIVE CITIES YOUTH BASEBALL

DATE: APRIL 13, 2016

RECOMMENDATION:

Staff recommends the Commission approve a fee waiver request from Five Cities Youth Baseball for improvements made at the Soto Sports Complex.

FINANCIAL IMPACT:

Approval of the fee waiver request will reduce Soto Sports Complex fees charged to Five Cities Youth Baseball by \$500.

BACKGROUND:

Five Cities Youth Baseball uses Soto Sports Complex annually for their Babe Ruth baseball program. They help with upkeep of the facility and occasionally pay for improvements at Porter Field.

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 2), along with a letter. 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. Five Cities Youth Baseball has a long history of providing programs to local youth, and is an integral partner with the City to help make improvements to the Soto Sports Complex.

ADVANTAGES:

Approval of staff's recommendation will save Five Cities Youth Baseball \$500, which will be used to further support their program and the Soto Sports Complex.

DISADVANTAGES:

Approval of staff's recommendation will reduce Sports Complex rental fees by \$500.

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REQUEST FOR FEE WAIVER – FIVE CITIES YOUTH BASEBALL
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PUBLIC NOTIFICATION AND COMMENTS:

Notification has been sent to the Arroyo Grande In Bloom group.

Attachments:

1. City of Arroyo Grande Fee Waiver or Reduction Criteria Form

CITY OF ARROYO GRANDE

FEE WAIVER OR REDUCTION CRITERIA FORM

Name: FIVE CITIES YOUTH BASEBALL Address: P.O. BOX 2806 PISMO BEACH Phone #: 801-2574
Type of Fee Requested to Be Waived: CREDIT Total Fee Amt. To Be Considered: \$ 500

(Maximum \$750 per calendar year)

WAIVER 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:

- 1. Local Arroyo Grande-based non-profit group or organization # 26-3226999 (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: 65. Registration fee charged to youth: 125.00.
- 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: BASEBALL CLINICS,
- 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: PROVIDE SPORTS FOR YOUTH IN FIVE CITIES AREA
- 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: SCORE BOOTH REPAIR. Date of donation: MAY 2015.
- 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.

5 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.



Agenda Item No. 7b
Parks & Recreation Com. Mtg.
April 13, 2016

MEMORANDUM

TO: PARKS AND RECREATION COMMISSION

FROM: JOHN ROGERS, DIRECTOR OF RECREATION SERVICES

SUBJECT: INSTALLATION OF TWO BATTING CAGES AT PORTER FIELD BY ARROYO GRANDE VALLEY LITTLE LEAGUE AND FIVE CITIES YOUTH BASEBALL

DATE: APRIL 13, 2016

RECOMMENDATION:

Staff recommends the Commission accept the donation of two batting cages for the Soto Sports Complex by Arroyo Grande Valley Little League and Five Cities Youth Baseball.

FINANCIAL IMPACT:

Arroyo Grande Valley Little League (AGVLL) and Five Cities Youth Baseball (FCYB) will fully fund purchase and installation of the batting cages. 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.

Five Cities Youth Baseball runs the Babe Ruth League program for ages 12 to 18 years, which has used the Porter Field since it was built. Arroyo Grande Valley Little League runs a program for ages 6 to 12 years. Both organizations are important partners in overall upkeep and improvement of the facility.

ANALYSIS OF ISSUES:

The Sports Complex does not currently have a batting cage the appropriate size for Babe Ruth age players. There is an existing batting cage adjacent to Santos Field that is utilized by Arroyo Grande Valley Little League. It has been determined that this batting cage needs to be relocated because it is too close to electrical infrastructure that powers the AT&T and Verizon cell towers.

The proposal by the AGVLL and FCYB is to install two batting cages beyond the center field fencing of Porter Field, at the top of the retention basin. One batting cage will be 80 feet in length (see Attachments 2 and 3) and be primarily for use by Five Cities Youth Baseball for their Babe Ruth League. The other batting cage will be 60 feet in length (see Attachments 4 and 5) and be primarily for use by Arroyo Grande Valley

**PARKS AND RECREATION COMMISSION
INSTALLATION OF TWO BATTING CAGES AT PORTER FIELD BY ARROYO
GRANDE VALLEY LITTLE LEAGUE AND FIVE CITIES YOUTH BASEBALL
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Little League. Both batting cages would be required to operate only during daylight hours.

AGVLL and FCYB have offered to fully fund the purchase and installation costs, including access gates and fencing, all required inspections and signage. AGVLL and FCYB will sign a donation agreement which includes the requirement that AGVLL and FCYB will be responsible for all future maintenance and repair cost for the batting cages.

A petition in support of the proposed batting cages (Attachment 6) was circulated by Five Cities Youth Baseball. It is signed by five residents living on Dixon Street which is the street directly behind Porter Field.

A letter was mailed to residences within 300 feet of the proposed project notifying them that the Parks & Recreation Commission would consider this item at the April 13, 2016 meeting.

Installation of a batting cages at Porter Field will enhance the experience of participants in Babe Ruth and Little League youth baseball leagues, and will add to the overall quality of the Sports Complex, at no cost to the City. It could also potentially be a draw to organizations considering holding tournaments at the Sports Complex.

ALTERNATIVES:

- Approve the donation of a batting cages;
- Do not approve the donation; or
- Provide staff with direction

PUBLIC NOTIFICATION AND COMMENTS:

The Agenda was posted in front of City Hall on Friday, April 8, 2016. The agenda and staff report were posted on the City's website on Friday, April 8, 2016.

Attachments:

1. Letter from AGVLL President Scott Pimentel
2. Picture of the proposed 60' batting cage
3. Overhead picture of proposed 60' batting cage location
4. Picture of proposed 80' batting cage
5. Overhead picture of proposed 80' batting cage location
6. Petition of support from residents of Dixon Street

AGVLL & 5 Cities Babe Ruth

Batting Cages Proposal

January 08, 2016

City of Arroyo Grande, Ca.

Dear Sir/Madam,

Please accept this proposal for 2 New Batting Cages for Arroyo Grande Valley Little League (AGVLL) to be located at the Soto Sports Complex.

Included as follows:

- Manufacturers Specifications and installation Details
- Photos/Sketches of proposed location for 80' L x 14' W x 12' H Batting cage
- Photos/Sketches of proposed location for 60' L x 14' W x 12' H Batting cage

We are requesting approval for the installation of two new batting cages along the center field fence line of the Babe Ruth field inside of the small detention basin area. The dimensions are as follows:

(1) 80'L x 14'W x 12' H and (1) 60'L x 14'W x 12' H

Please see the attached photos with redline sketches (NTS) of our proposed locations for both cages.

In addition to the installation of the "leg" pipes into concrete footing, we will be adding a sleeve system which would allow for the cage to be taking down if needed.

Thank You for your time,

Best Regards

Scott Pimentel

AGVLL President.



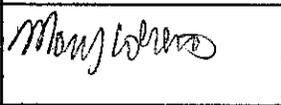
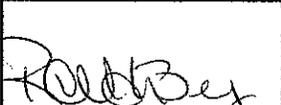
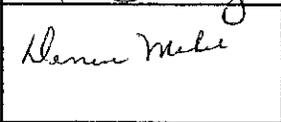
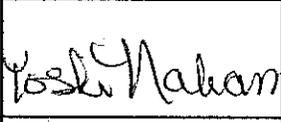






New Batting Cages at Soto Sports Complex

- Youth Baseball would like to utilize unused basin to add 2 new batting cages.
- Hours of operation will comply with city ordinance.
- Signatures support local Youth Baseball's request to the City of Arroyo Grande for said cages.
- Petition will be presented to the City of Arroyo Grande, along with plans of said cages.

Name	Address	Phone #	Signature	Date
Mary Cabieros	401 Dixon AG	487-0388		2/8/16
Robert Brown	402 Dixon ST AG	441-8308		2/8/16
Denise Micheli	1370 Dixon ST	473-0714		2/8/16
Paul Ostry	1371 Dixon ST	474-0781		2/8/16
Toshio Nakamura	1378 Dixon St.	487-2377		2/8/16

Youth Baseball Thanks You For Your SUPPORT!!