



Approvals:

City Manager	<u>[Signature]</u>
Dept. Head	<u>[Signature]</u>
Attorney	<u>[Signature]</u>
Finance	<u>[Signature]</u>

AGENDA REPORT

SAN CLEMENTE CITY COUNCIL MEETING
Meeting Date: February 5, 2019

Department: Beaches, Parks and Recreation
Prepared By: Samantha Wylie, Recreation Manager

Subject: *REQUEST FOR FEE WAIVER FOR HERITAGE OF SAN CLEMENTE FOUNDATION TO USE RICHARD T. STEED PARK.*

Fiscal Impact: Yes. Loss of field rental revenue totaling \$1,680.

Summary: Staff recommends that Council approve a fee waiver for the Heritage of San Clemente Foundation. The fee waiver will allow the Heritage Foundation to host a single day softball tournament for the 2nd Battalion 4th Marines at Richard T. Steed Park.

Background: The Heritage of San Clemente Foundation is a nonprofit organization that seeks to honor the heroism and commitment of United States Marines by fundraising and supporting donations for Marines stationed out of Camp Pendleton. The Heritage Foundation provides opportunities throughout the year for Marines and their families to honor their efforts by holding barbeques, parades, and toy drives. Additionally, the Heritage Foundation was instrumental in funding the Marine Monument at Park Semper Fi.

Discussion: The Heritage Foundation is requesting a fee waiver for field rental fees associated with the use of Richard T. Steed Park for a single day softball tournament for the 2nd Battalion 4th Marines, in an amount not to exceed \$1,680. The softball tournament will be held on Friday, February 15, 2019 and is free of charge for all members of the 2nd Battalion 4th Marines and will also allow for families to enjoy a day at the park. A draft permit detailing the requested use and fee waiver request from the Heritage Foundation are attached.

Recommended

Action: STAFF RECOMMENDS THAT the City Council approve a one-time waiver of field rental fees for the Heritage of San Clemente Foundation's 2nd Battalion 4th Marines softball tournament held at Richard T. Steed Park.

Attachments: 1) Draft Permit
2) Applicant's Request for Fee Waiver

Notification: Heritage of San Clemente Foundation

City of San Clemente Recreation

san-clemente.org/recreation | recreation@san-clemente.org

Community Center: 100 N. Calle Seville, 92672 | 949-361-8264
Aquatics Center: 987 Ave. Vista Hermosa, 92673 | 949-429-8797

PERMIT #3926

Authorized On: 01/09/2019 03:21 PM

NOTE: Rental

Location	Permit Holder	Authorized Agent
Richard T. Steed Memorial Park 247 Avenida La Pata San Clemente, 92673	Heritage of San Clemente P.O. Box 456 San Clemente, CA 92674	Ken Sipes 949-361-8264 recreation@san-clemente.org http://san-clemente.org

RESERVATIONS

Location	Facility	Date	Time	Hours	Estimate
Richard T. Steed Memorial Park	Steed - 1 Red Ballfield	Fri, Feb 15th 2019	09:00 AM-04:00 PM	7.00	\$420.00
	Discounts	Fees Waived			\$420.00
		Resident Non-Profit Discount			\$0.00
		Discounts Total			(\$420.00)
Richard T. Steed Memorial Park	Steed - 2 Blue Ballfield	Fri, Feb 15th 2019	09:00 AM-04:00 PM	7.00	\$420.00
	Discounts	Fees Waived			\$420.00
		Resident Non-Profit Discount			\$0.00
		Discounts Total			(\$420.00)
Richard T. Steed Memorial Park	Steed - 3 White Ballfield	Fri, Feb 15th 2019	09:00 AM-04:00 PM	7.00	\$420.00
	Discounts	Fees Waived			\$420.00
		Resident Non-Profit Discount			\$0.00
		Discounts Total			(\$420.00)
Richard T. Steed Memorial Park	Steed - 4 Gold Ballfield	Fri, Feb 15th 2019	09:00 AM-04:00 PM	7.00	\$420.00
	Discounts	Fees Waived			\$420.00
		Resident Non-Profit Discount			\$0.00
		Discounts Total			(\$420.00)
TOTAL:					\$0.00

PROMPT RESPONSES

Location	Facilities	Date	Days
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#1 - Attendance

Response: 100

Conditions of Use: All permit policies, federal, state and local laws enforced. Permit holder has exclusive use of the ball field for the specified time only. No subleasing of fields at any time. No Styrofoam products, amplified sound, or concessions allowed. Do not use metal cleats. The City does not provide storage, goals, bases, equipment, electricity or additional field maintenance (in-field dragging, watering or line placement) beyond routine maintenance. Check san-clemente.org for field closures on the mud line. Parking is available on a first come, first served basis, and will be shared by multiple user groups as well as members of the public. Parking is allowed in designated areas only. User groups must inform their participants and spectators to park in facility lots and public parking areas. It is the user's responsibility to alleviate traffic and parking issues. Penalties for violations include ticketing, towing, revocation of parking privileges Place all trash in appropriate receptacles before leaving the park.

The City requires Commercial General Liability, personal injury and property damage liability, with minimum combined liability limits of One Million Dollars (\$1,000,000) per occurrence. Any deductible or self-insured retention in excess of Five Thousand Dollars (\$5,000) shall be declared to the City and requires the prior approval of the City's Risk Manager. An additional insured endorsement to the general liability policy is required and shall name and list the City of San Clemente, its officials, officers, employees, agents and volunteers as additional insured.

For immediate assistance, please call the Park Monitor at # (949) 289-3527.

All cancellations and changes must be submitted in writing before any request will be considered. A \$25 processing fee will be charged for cancellations

Synthetic Turf Sports Field Rules and Regulations: Failure to comply with the Synthetic Turf Rules and Regulations will result in cancellation of the reservation. To preserve the quality of the turf and provide a clean and healthy environment, the following are prohibited:

- o Any beverage other than water
- o All food including nuts, seeds, gum
- o Smoking or tobacco products of any kind
- o Glass bottles or containers of any type
- o Dogs and other pets or animals
- o Golfing, javelins, shot putting, discus throwing
- o Metal cleats
- o Grills
- o No individual leg furniture is permitted - sled base furniture only
- o Sharp objects such as tent stakes or corner flags
- o Unauthorized vehicles, bicycles, scooters, skateboards
- o Unauthorized marking of lines
- o RC cars, planes or toys that use fuel
- o Lighter fluid or other gasoline type products
- o Dragging of sport equipment. All equipment must be lifted when moved or have turf wheels attached.

Release from Liability and Indemnification: In consideration for and as a condition of the use of the above stated facility, applicant hereby agrees to hold harmless the City, its officers, employees, and agents, against any and all claims, demands, causes of action, damages (including damages to City property), costs and liabilities, directly or proximately resulting from or caused by the use and occupation of the facility hereinabove described, whether such use is authorized or not or from any act of applicant or any of its officers, agents, employees, guests, patrons, or invitees. The applicant shall at its sole risk and expense, defend any and all suits, actions, or legal proceedings which may be brought against the City, its officers and employees in which in any way arise from or relate to applicant's use of the above facility. Applicant shall also pay for any and all damages to any property of City including any damages for loss or theft of such property, done or caused by Applicant, its officers, agents, employees, guests, patrons and invitees.

I have read, understand, and agree to abide by the policies and conditions of use for the facility I am requesting. I will be present at the facility during its use. I further realize the ramifications of failure to abide by the policies and/or permit conditions of use.

Signature: _____ Date: _____

THE HERITAGE OF SAN CLEMENTE FOUNDATION
POST OFFICE BOX 456
SAN CLEMENTE, CALIFORNIA 92674
949-498-4958
heritage@marinemonument.com
www.marinemonument.com

Members of the San Clemente City Council

January 10, 2019

San Clemente's adopted Marine Corps unit, 2nd Battalion 4th Marines is planning a Baseball Tournament February 15, 2019 at Steed Park.

The Marines have already notified the City of San Clemente to form and field three teams from various city departments; i.e. law Enforcement, Fire, Beaches, Parks & Recreation, City Council, City Manager, Chamber of Commerce, etc... to round out an even eight team tournament bracket.

Since The Heritage of San Clemente is a non-profit entity, they have requested that we make application for them and request that the city waive the fee associated with the use of Steed Park.

We ask that the city waive the fee for San Clemente's adopted Marine Corps unit, and urge the city to participate in this tournament.

Thank you

Wayne Eggleston

