

**TO:** James L. App, City Manager  
**FROM:** Doug Monn, Public Works Director  
**SUBJECT:** City Land Development Proposal – Paso Robles Youth Sports Council  
**DATE:** September 19, 2006

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**NEEDS:** For the City Council to consider a proposal from the Paso Robles Youth Sports Council (PRYSC) to develop City owned property located on North River Road.

- FACTS:**
1. The City owns approximately 18.65 acres of property on North River Road (APN 025-541-001 see attachment 1).
  2. On March 22, 2006, the City received a proposal from the Paso Robles Youth Sports Council requesting they be allowed to develop turf practice fields on 4.76 acres of the North River Road site.
  3. The City responded on April 12, 2006, acknowledging the proposal.
  4. On July 24, 2006, a Council Ad Hoc committee and City staff met with representatives of PRYSC to discuss the proposal.
  5. Two options were discussed regarding PRYSC securing interest in the property.
    - a. Grant PRYSC conditional use of the property.
    - b. Allow PRYSC to lease the property.
  6. A lease would offer the most flexibility to PRYSC as a non-profit organization given insurance requirements and the need to secure donations of material and labor.
  7. At this meeting it was acknowledged that if granted a lease for development and maintenance of the property PRYSC would:
    - a. Develop engineered grading and development plans for submittal to the City for review/approval.
    - b. Develop the project in a manner consistent with the City's standard development conditions/requirements. This will include filing a development application with Community Development Department and the completion of an environmental review.
    - c. Secure any permits required.
    - d. Construct the practice fields using volunteer resources and donations or under prevailing wage requirements when/if necessary.
    - e. Provide on-going maintenance and irrigation of/for the practice fields.

- f. Meet the City's insurance/indemnification requirements for construction of the fields and for their long term use.

**ANALYSIS**

**&**

**CONCLUSION:**

Paso Robles Youth Sports Council proposes to develop and maintain 4.76 acres of sports practice fields on property owned by the City. The proposal establishes that PRYSC will construct, irrigate and maintain the fields at no cost to the City. The estimated value of the improvements associated with this project is approximately \$300,000. The Community would benefit from the sites improvement and added practice fields. However, should the City enter into a lease for PRYSC's development and maintenance of the property it could bear some risk:

- a. Should the initial grading/construction not be completed, City taxpayers could be required to restore the property, addressing any grading issues that would result in any storm water run off to the river or drain onto other properties.
- b. If the project is completed and maintenance not be sustained City taxpayers might have to assume the cost of irrigation and maintenance of the facility.
- c. If PRYSC is not able to provide construction or performance bonds, vendors providing construction materials for the project that were not a donation, could establish liens upon the property that may need to be satisfied by City taxpayers should the vendor not be paid.

**POLICY**

**REFERENCE:**

None

**FISCAL**

**IMPACT:**

There would be no direct cost other than staff time to process the lease agreement and development application.

**OPTIONS:**

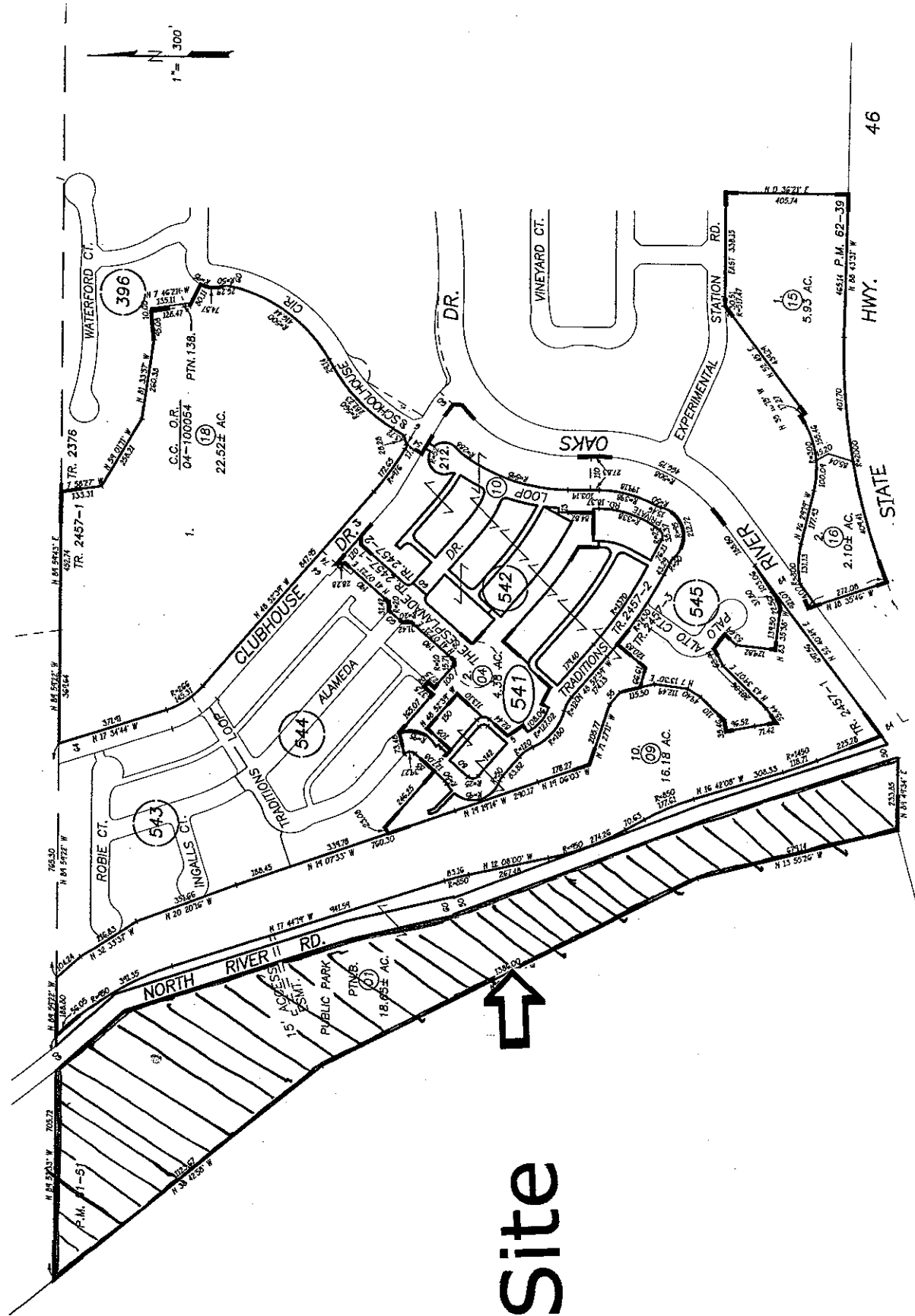
- a. Authorize a Council Ad Hoc Committee to work with City staff to draft a Memorandum of Understanding with the Paso Robles Youth Sports Council to develop 4.76 acres of the North River Road site. Subject to recommendation by the Ad Hoc Committee, the Memorandum of Understanding and a lease agreement will be returned for consideration by the full Council.
- b. Amend, modify, or reject the above option.

Prepared by:

Doug Monn, Director of Public Works

Attachments (2)

- 1) Exhibit A – APN 025-541-001
- 2) Correspondence and proposal



**Exhibit "A"**

May 25, 2006

Mr. Steve Serda, President  
Paso Robles Youth Sports Council  
441 Janice Street  
Paso Robles, California 93446

Dear Mr. Serda:

It has been over thirty (30) days since we exchanged correspondence regarding your proposal to develop the City-owned property on North River Road for youth sports fields. Having not yet received a response to my letter of April 12, 2006, I feel it important to contact PRYSC and inquire if:

- The information provided was adequate.
- To offer assistance should you require any additional information or;
- To facilitate a possible meeting with City staff to assist you with this possible undertaking should you felt it beneficial.

The City appreciates the Council's willingness to work with the City to develop a sustainable project that will benefit the youth of Paso Robles, therefore, should you have any additional questions or wish to discuss this project with appropriate staff, please feel free to contact me at (805) 237-3861.

Sincerely,



Douglas L. Monn  
Director of Public Works

C: City Manager



# CITY OF EL PASO DE ROBLES

"The Pass of the Oaks"

April 12, 2006

Mr. Steve Serta, President  
Paso Robles Youth Sports Council  
c/o Gary Perruzzi  
441 Janice Street  
Paso Robles, California 93446

Dear Mr. Serta:

Thank you for your April 4, 2006 letter/proposal to develop City owned property on North River Road for youth sports fields. The City appreciates the Council's dedication to area youth and willingness to give of their time and money to further sports involvement opportunities.

The proposal provides a good outline of development and use intent. In order to facilitate consideration, some additional information is requested. Please:

- Supplement your conceptual site plan with location and quantity of parking, restrooms, drinking fountains, and other support facilities (if any);
- Accompany the expanded site plan with development, ownership, and operational details including:
  - Source of irrigation water;
  - Electrical plan;
  - Plumbing plan/sewer disposal for restrooms;
  - "Budget" quantifying the improvements and "cost" (i.e., value) of the proposed improvements;
  - Bonding source for improvement completion;
  - Note the source and amount of financing to complete the work (if there are any expenditures anticipated);
  - Insurance/indemnity for both construction and on-going operation, post construction;
  - Preference to lease or leave in City ownership;
  - On-going maintenance program/plan;
  - Proposed funding source for on-going utilities and maintenance;
- Articles of Incorporation for PRYSC 501C3.

Additionally, it is important to note that State law would require any expenditure for labor be subject to prevailing wage (and all the appurtenant reporting requirements).

Thank you again for your proposal and willingness to take on such a significant effort for area youth. We look forward to working with you in developing an implementable plan and sustainable project.

Sincerely,

  
Douglas L. Monn  
Director of Public Works

C. City Council  
City Manager  
Executive Managers

To: Doug Monn, Public Works Director  
From: Paso Robles Youth Sports Council  
Date: March 22<sup>nd</sup>, 2006  
Re: North River Road Project

Thank you for allowing the Paso Robles Youth Sports Council (PRYSC) to submit a development proposal for City lot APN 025-541-001 on North River Rd. As you are well aware, it is the desire for this organization to provide more practice fields to accommodate the growing numbers of youth that participate in City and independent sports leagues in Paso Robles. This project is an opportunity for the City and the PRYSC to forge a working relationship in order to provide ongoing benefits to the youth of our community.

The attached proposal outlines the need for practice fields, benefits, process of development, description of the finished product, project schedule, PRYSC qualifications and estimated costs.

Please call me at 235-2757 if you have any questions. I look forward to hearing from you.

Respectfully,

  
Steve Serda, president, PRYSC

**PROPOSAL**  
**To**  
**Develop City Property on North River Road**

The following is a proposal to develop City property on North River Rd. for the purpose of providing a practice site for youth sports:

**Need for practice fields**

There are currently five independent youth sports leagues, one City youth sport league and two independent adult sports leagues that vie for playing and practice sites on school and City property. Most of the dedicated fields at these sites are used during the course of each individual season for game use, leaving very little use for practice area. Sundays are the exception for sites being available, but except for one adult soccer league, no other sports are scheduled for play or practice on Sundays, which is not only customary but accepted practice among all youth leagues, and subsequently not an option.

**Benefits**

The development of the North River Rd. property will provide for much needed practice sites for all sports. Its construction will accommodate multi use since no permanent structures will be constructed, but rather an open turf area will be made available to both independent and City sports leagues. Programming of the facility will be at the discretion of the City, with all scheduling made at PRYSC board meetings which will eliminate conflict of use. The improved site will remain City property, but will be maintained, at no cost to the City, by the PRYSC.

**PRYSC qualifications**

The PRYSC has been together since 2000, with board representation for the following organizations: Paso Robles Youth Football, Paso Robles Girls Softball, AYSO, Paso Robles Little League, Central Coast Soccer League, Paso Robles Youth Wrestling, Paso Robles Independent Soccer League and Paso Robles Region Soccer League. The board also has a City liaison that attends all meetings. PRYSC is a registered non-profit organization, operating under a set of established by-laws, meeting the first Wednesday of each month. Its pool of volunteers include many professions, and, for the sake of this intended project, they have at their disposal attorneys, engineers, electricians, plumbers, landscapers and licensed building contractors.

## **Process of development**

Construction and installation of landscape improvements will meet all City requirements as described in "City Standards, Details And Specifications" (March 1995). The PRYSC has retained Ted Elder to draw all grading and landscape improvement plans and specifications.

### *Design Phase*

1. Identify location of improvements (see attached map)
2. Confirm total number of square feet to be installed in turf
3. Confirm availability of water/power (Estrella Associates to provide under contract)
4. Approve budget for design for site improvements
5. Request review of plans and specifications by the City
6. Request approval by the City for construction

### *Construction phase*

1. Confirm grading contractor
2. Confirm vendor(s) for irrigation materials
3. Confirm hydroseed contractor
4. Approve timeline for grading and installation
5. Confirm notice to proceed with the City
6. Begin improvements

## **Estimated costs**

Cost estimates should be based on industry construction standards and retail prices for materials. However, the PRYSC has received commitments from local vendors to provide goods and services at reduced or no cost to the organization if the project is approved by the City. The PRYSC will provide the City with final cost estimates should they be given approval of the project, and vendors are supplied with requests for materials and/or services. The initial estimate (November 2005) for Class II base (parking lot), irrigation supplies and hydroseed was \$24,575. This figure may be greatly reduced if preliminary verbal agreements with vendors for material donations is kept.

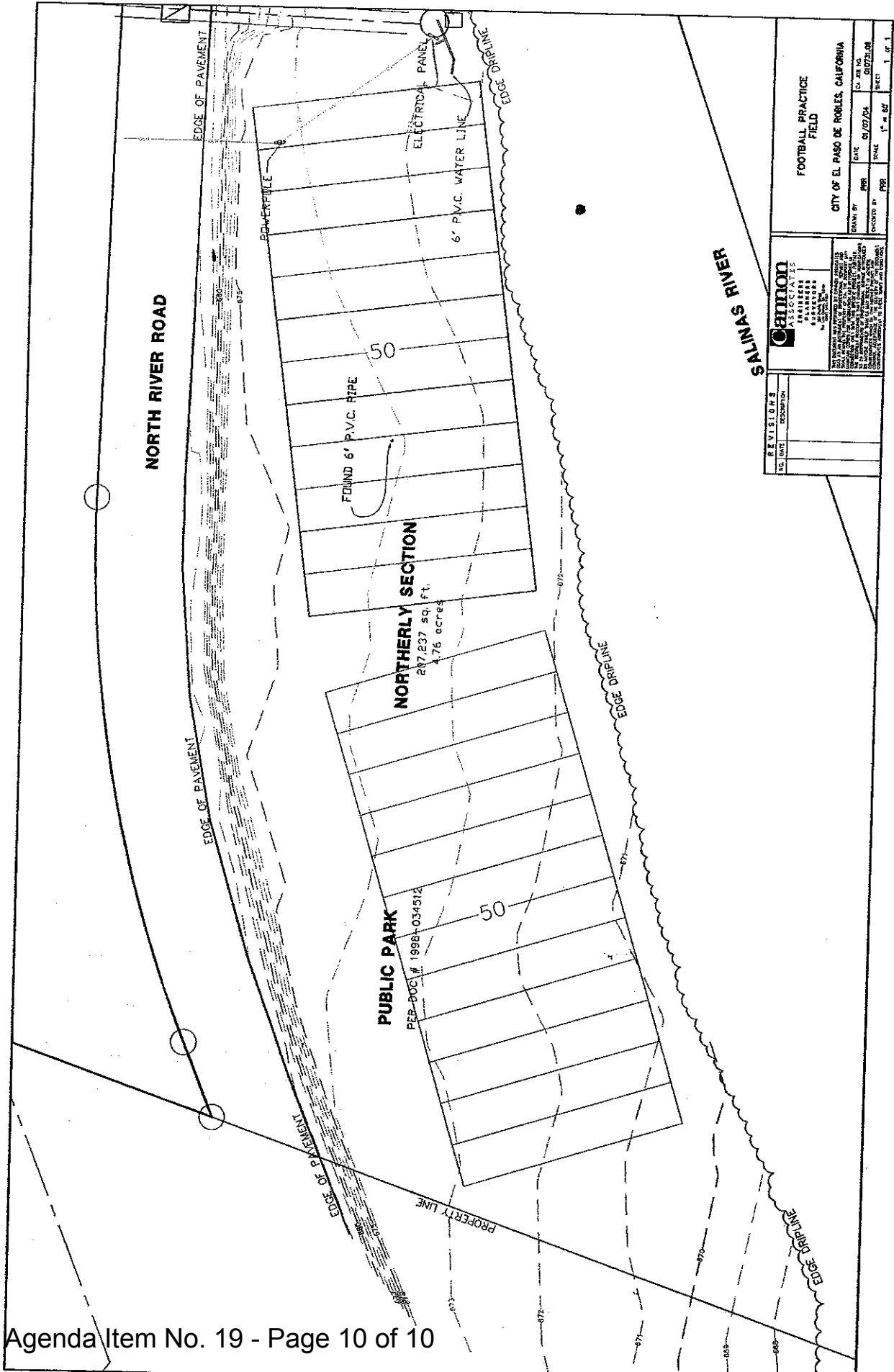


**Project schedule**

The start date and completion of this project is based on seasonal factors. Hydroseeding will be done at a time of year as to insure proper rooting of the turf before play is scheduled. Optimum time would be late summer/early fall of the year project approval is given, with play starting the following spring.

**Description of finished product**

Site improvements will be approximately 4-5 acres of open space turf area in the location identified by the PRYSC and approved by the City. All maintenance will be done by the PRYSC.



REVISIONS	
NO.	DATE

<b>Cannon ASSOCIATES</b> ARCHITECTS PLANNERS ENGINEERS SURVEYORS 1000 S. GARDEN ST., SUITE 200 ANAHEIM, CA 92805 TEL: 714/771-1111 FAX: 714/771-1112 WWW.CANNONASSOCIATES.COM	
FOOTBALL PRACTICE FIELD CITY OF EL PASO DE ROBLES, CALIFORNIA	
DRAWN BY: PBR CHECKED BY: PBR	DATE: 01/07/04 SCALE: 1" = 60' SHEET: 1 OF 1