



NOTICE OF MEETING
CITY OF PACIFIC GROVE
RECREATION BOARD
MEETING AGENDA

5:30 p.m., February 28, 2019
Pacific Grove City Hall - Council Chambers
300 Forest Avenue, Pacific Grove, CA

1. Call to Order – 5:30 PM

- a. Election of Officers – Chair, Vice-Chair, Secretary

2. Roll Call

Recreation Board Members:

Christine Balog, Greg Marshall, Jay Tulley, Dionne Ybarra, David Baird
Joseph Amelio (Council Liaison)

3. Approval of Minutes

- a. Approval Meeting Minutes from December 20, 2018 (Attachment 1)

4. Approval of Agenda

5. Council Liaison and/or Board Member Announcements

6. Public Comments

- a. Written Communications
b. Oral Communications

Comments must deal with matters subject to the jurisdiction of the Commission that are not on the Agenda. Comments from the public will be limited to three minutes and will not receive Commission action. Whenever possible, letters should be submitted to the Commission in advance of the meeting.

7. Reports Not Requiring Action

- a. Recreation Updates (Department Programs, Staffing) (Attachment 2)
b. Special Events (Attachment 3)
c. Financial Report (Attachment 4-5)

8. Unfinished/Ongoing Business

9. New Business

- a. Recreation Board Goals and Objectives (Attachment 6)
b. Recommend the City Council adopt a Resolution Amending Council Policy 200-3, the Morris Dill Courts and paint additional pickle ball lines. (Attachment 7)

10. Commissioner's Reports

11. Staff Reports

12. Items for Next Agenda

13. Adjournment: *This meeting is open to the public and all interested persons are welcome to attend. The City of Pacific Grove does not discriminate against individuals with disabilities and meetings are held in accessible facilities. A limited number of devices are available to assist those who are hearing impaired. If you would like to use one of these devices, please contact the Community Development Department at (831) 648-3183.*

CITY OF PACIFIC GROVE - RECREATION BOARD MEETING MINUTES
Thursday December 20, 2018 – 5:30 pm
Pacific Grove City Hall-City Council Chambers
308 Forest Avenue, Pacific Grove, CA.

1. **Call to Order** - The meeting was called to order at 5:34 pm.
2. **Roll Call** –Balog, Marshall, and Tom present with Tully absent
Staff members Mothershead & Susic present. Council Liaison Amelio present.
3. **A. Approval and Acceptance of Meeting Minutes from October 25, 2018** - approved
B. Approval of Agenda – approved
C. Staff Introduction – Kyle Susic, new Recreation Program Manager who started December 3, 2018 and comes with 8 years recreation experience from both public and private sectors. He last worked in the Monterey park and Recreation. Mothershead after 37 years will retire December 21, 2018. Many thanks for your commitment, dedication and passion.
D. Council Liaison Announcements – Amelio announced that the Carmel Pine Cone awarded Lovers' Point as the Best Place to Get Married for 2018. Kudos to staff!
E. Board Member Announcements – Balog provided an update of Big Sur Half Marathon cancellation due to the Camp Fire smoke.
4. **Oral Communications and Written Correspondence** – none
5. **Department Reports**
A. Financial Report for –October and November 2018- Received
B. Updates – (Department Programs, Facilities & Special Events)- Received
C. Youth Center Program – Received
Summary- Overall new Recreation Program manager is on board, Preschool enrollment is at 93%, the “new” Recreation Activity Guide is now on-line, and Pickle Ball moves forward. Susic has addressed some of the residential issues with Pickle Ball and the usage honor system at Morris Dill.
6. **Old Business**
A. George Washington Park Sub-Committee- no update
B. City Council Policy #100-8 (Muni Ballpark Use)- approved by City Council and public concern over parking and the Pony League to address
7. **New Business**
A. 2019-2020 Special Event Applications – No major event changes from 2018-19 except for the addition of Bookmark Music's 25 Yr. Anniversary Party. Staff concerns over Double Road Race sparse attendance and having to close streets. Staff wants to ensure that event sponsors are compliant with city's trash policies. Public comment on getting bike paths connected from Lover's Point to Asilomar Street.
B. Three Recreation Board Openings in February – general discussion on December 21, 2018 application deadline and efforts to recruit.
8. **Closing comments and adjournment** – meeting was adjourned at 6:40pm. Staff to provide a revised F.Y. 2019-20 Special Event Calendar with updates to type of events (3 to 2), fees, and contract duration.

Next meeting is scheduled for Thursday January 24, 2019 Thursday at 5:30 p.m. at City Hall in the Council Chambers– 300 Forest Avenue, Pacific Grove, CA.

Respectfully submitted,
 Calvin Tom, Chair



CITY OF PACIFIC GROVE
300 Forest Avenue, Pacific Grove, California 93950
RECREATION DEPARTMENT

AGENDA REPORT

TO: Recreation Board
FROM: Kyle Susic, Recreation Manager
MEETING DATE: January 24, 2019
SUBJECT: Recreation Department Updates

Agenda Item 7-A.

Recreation Updates

- The department is actively recruiting for Part-Time Summer Employees. Open positions include Lifeguards/Swim Instructors, Camp Counselors, Camp Leader and Lead Lifeguard. The priority application deadline is Sunday, March 17.
- As part of the summer staff recruitment, Recreation staff have been working with Amy Colony; Volunteer Coordinator, to create a Student Work Experience Program. The Student Work Experience Program is an opportunity for youth ages 13-15 years old to assist the Recreation staff in organizing and leading summer programs. Recruitment is open for Junior Camp Leaders and Junior Pool Attendants.

Agenda Item 7-B. (Attachment #3)

Special Events

- The 34th Annual "Together With Love Run" on Sunday, February 10, was a success despite the weather conditions. The Love Run consisted over 600 registrations however, only 520 ended up participating.
- The 2019/2020 Special Event Calendar was approved by City Council on Wednesday, March 20. Recreation staff will be working with the event organizers to coordinate those events throughout the upcoming fiscal year. Overall, there are 26 scheduled special events, 10 events are set as City Sponsored and 16 events will be Full Cost Recovery.

Agenda Item 7-C. (Attachment #4-5)

Financial Report

The Revenue report for December is reported at \$19,630.20.
Expenditures for January are reported at \$151,511.35.
Income for the first seven months of the fiscal year show total Revenue collected is \$139,420.57, or at 58% of expectations for the year, (this is down \$8,687.82 from this period in 2018) and total Expenditures at this point of the fiscal year are reported as \$534,640.13 or 67% of the budget, (this is an increase of \$148,058.97 from this period in 2018). (please, see the attached reports.)

RESPECTFULLY SUBMITTED,

RECREATION PROGRAM MANAGER

City of Pacific Grove

F.Y. 2019-20 Special Event Calendar



#	Event	Day	Date	Time	Location
1	4th of July Celebration	Thursday	July 4, 2019	11:00am	Caledonia Park
2	V.W. Treffen Car Show	Wednesday	July 24, 2019	4:00pm	Downtown Lighthouse Ave.
3	Feast of Lanterns Celebration (July 20-28)	Fri.-Sat.	July 26-27, 2019	10:30am	Caledonia Park & Lovers Point
4	Peace Lantern Ceremony	Saturday	August 3, 2019	6:00pm	Lovers Point Beach/Pier
5	Celebration of Our Lady of Fatima	Sat.-Sun.	August 10-11, 2019	1:00pm	9 th /10 th Streets & Lighthouse Ave.
6	Classic Kick-Off Car Show & Cruise	Tuesday	August 13, 2019	3:00pm	All of Downtown Lighthouse Ave.
7	Little Car Show	Wednesday	August 14, 2019	11:00am	All of Downtown Lighthouse Ave.
8	Worldwide Auctioneers Vintage Motorcars		August 7-21, 2019	3:00pm	Pacific Grove Golf Links (#18 Tee)
9	Pacific Grove Auto Rally & Dinner	Friday	August 16, 2019	11:00am	All of Downtown Lighthouse Ave.
10	Double Road Race - Pacific Grove	Sunday	September 29, 2019	7:30am	Lovers Point & Shoreline (west)
11	Butterfly Parade	Saturday	October 5, 2019	10:30am	Pine & Downtown
12	BookMark Music's 25 Yr. Anniversary Party	Saturday	October 5, 2019	12:00pm	City Hall Plaza
13	JDRF One Wak - Pacific Grove (for Diabetes)	Sunday	October 6, 2019	11:00am	Lovers Point & Rec Trail
14	Monterey Bay Triathlon in Pacific Grove	Sunday	October 20, 2019	7:00am	Lovers Point and Coastline
15	Veterans Day Ceremony	Monday	November 11, 2019	10:30am	Point Pinos Lighthouse
16	Lighthouse 5K, By the Bay 3K & Mty Bay Half Marathon	Sat.-Sun.	November 9-10, 2019	7:00am	Ocean Veiw / Downtown /Rec Trail
17	Holiday Tree Lighting Ceremony	Monday	December 2, 2019	4:30pm	Jewell Park
18	Annual Holiday Parade of Lights	Thursday	December 5, 2019	6:00pm	Pine & Downtown
19	Stillwell's "Holiday" in the Park	Saturday	December 7, 2019	10:00am	Caledonia Park
20	Jingle Bell 5K Run	Saturday	December 14, 2019	8:15am	Lovers Point & Ocean View (west)
21	Together With Love Walk/Run (35th Annual)	Sunday	February 9, 2020	8:15am	Lovers Point & Ocean View (west)
22	63rd Annual Pacific Grove Good Old Days	Sat.-Sun.	April 4-5, 2020	10:00am	Lighthouse Avenue / Business Dist.
23	By The Bay 3K Kids Run	Saturday	April 25, 2020	8:30am	Lovers Point & Ocean View (west)
24	MS Walk - Pacific Grove	Sunday	April 26, 2020	8:30am	Lovers Point & Rec Trail

ATTACHMENT # 4

SUPERIOR
DATE: 01/18/2019
TIME: 13:23:37

CITY OF PACIFIC GROVE
REVENUE STATUS REPORT

PAGE NUMBER: 1
REVSTAL1

SELECTION CRITERIA: revledgr.account in ('4462', '4463', '4464', '4466', '4467', '4468', '4670')
ACCOUNTING PERIOD: 6/19

SORTED BY: FUND, TOTAL DIVISION, ACCOUNT
TOTALLED ON: TOTAL DIVISION
PAGE BREAKS ON:

FUND-01 GENERAL FUND
TOTAL DIVISION- TITLE NOT FOUND

ACCOUNT	TITLE	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
4462	RECREATION PRGM FEE/CHRG	31,479.00	1,905.00	.00	16,426.88	15,052.12	52.18
4463	RECREATION - CAMP FEES	36,486.00	2,962.00	.00	17,942.05	18,543.95	49.18
4464	TENNIS PRO CONTRACT FEES	3,600.00	.00	.00	.00	3,600.00	.00
4466	RECREATION YOUTH CTR FEE	18,154.00	208.00	.00	9,105.25	9,048.75	50.16
4467	RECREATION - PRE-SCHOOL	54,000.00	4,824.00	.00	21,153.19	32,846.81	39.17
4468	RECREATION - POOL FEES	17,175.00	.00	.00	15,229.95	1,945.05	88.68
4670	RECREATION FACILITY RENT	78,164.00	7,893.30	.00	39,933.05	38,230.95	51.09
	TOTAL TITLE NOT FOUND	239,058.00	17,792.30	.00	119,790.37	119,267.63	50.11
	TOTAL REPORT	239,058.00	17,792.30	.00	119,790.37	119,267.63	50.11

SUPERION
 DATE: 01/17/2019
 TIME: 19:19:41

CITY OF PACIFIC GROVE
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 1
 EXPSTF111

SELECTION CRITERIA: expldedgr.key_orgn='421'
 ACCOUNTING PERIOD: 6/19

SORTED BY: FUND, TOTAL DIVISION, ACCOUNT
 TOTALED ON: TOTAL DIVISION
 PAGE BREAKS ON:

FUND-01 GENERAL FUND
 TOTAL DIVISION-421 RECREATION OPERATIONS

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
5101	BASE SALARY	259,371.67	18,972.05	.00	97,153.42	162,218.25	37.46
5105	PART-TIME SALARIES	190,173.56	7,079.41	.00	73,043.46	117,130.10	38.41
5121	FICA-MEDICARE BENEFITS	7,232.67	369.93	.00	2,415.51	4,817.16	33.40
5122	RETIREMENT (PERS)	11,956.34	1,046.20	.00	5,253.47	6,702.87	43.94
5123	HEALTH INSURANCE COST	41,033.00	2,531.06	.00	14,007.14	27,025.86	34.14
5124	UNEMPLOYMENT COST	160.48	9.31	.00	60.73	99.75	37.84
5126	WORKERS' COMPENSATION	5,960.86	302.67	.00	1,985.48	3,975.38	33.31
5128	OTHER EMPLOYEE BENEFITS	.00	266.54	.00	1,568.05	-1,568.05	.00
5132	PERS P.O.B. PAYMENT	47,000.00	.00	.00	47,320.09	-320.09	100.68
5145	UNFUNDED PENSION LIABILI	68,000.00	5,723.38	.00	34,340.28	33,659.72	50.50
5201	CONTRACT SERVICES	5,000.00	1,610.67	.00	5,478.43	-478.43	109.57
5211	POSTAGE	1,000.00	5.17	.00	103.61	896.39	10.36
5212	TELEPHONE	6,000.00	33.03	.00	315.82	5,684.18	5.26
5213	BANK FEES	.00	28.40	.00	760.27	-760.27	.00
5215	MEETING/TRAINING/TRAVEL	.00	.00	.00	1,074.47	-1,074.47	.00
5217	TRAVEL, MEAL COSTS	500.00	.00	.00	47.07	452.93	9.41
5221	ADVERTISING	2,500.00	.00	.00	.00	2,500.00	.00
5222	UTILITIES	90,000.00	8,689.63	.00	63,354.38	26,645.62	70.39
5223	BLDG REPAIR, MAINT	5,000.00	302.95	.00	11,314.71	-6,314.71	226.29
5225	OPERATING LEASES/EQUIPMN	.00	4.71	.00	28.26	-28.26	.00
5226	EQUIPMENT REPAIR	2,020.00	.00	.00	1,525.99	494.01	75.54
5227	VEHICLE REPAIR	1,500.00	45.42	.00	607.89	892.11	40.53
5230	INTERNAL SERVICE CHARGES	17,000.00	.00	.00	.00	17,000.00	.00
5231	INSURANCE	.00	1,553.00	.00	2,033.00	-2,033.00	.00
5261	SUBSCRIPTIONS, MEMB	5,000.00	.00	.00	.00	5,000.00	.00
5291	MISC. DEPT EXPENSE	3,500.00	.00	.00	-14.00	3,514.00	.40
5301	OFFICE SUPPLIES	.00	.00	.00	231.48	-231.48	.00
5305	JANITORIAL SUPPLIES	1,400.00	19.49	.00	110.20	1,289.80	7.87
5309	OTHER SUPPLIES	4,000.00	346.64	.00	1,637.98	2,362.02	40.95
5311	VEHICLE FUEL	1,100.00	91.73	.00	290.88	809.12	26.44
5312	VEHICLE TIRES	2,000.00	.00	.00	.00	2,000.00	.00
5352	CHEMICAL SUPPLIES	.00	.00	.00	477.30	-477.30	.00
5361	RECREATION SUPPLIES	15,000.00	748.11	.00	7,961.56	7,038.44	53.08
5362	SPECIAL EVENT SUPPLIES	.00	141.85	.00	141.85	-141.85	.00
	TOTAL RECREATION OPERATIONS	793,408.58	49,921.35	.00	374,628.78	418,779.80	47.22
	TOTAL REPORT	793,408.58	49,921.35	.00	374,628.78	418,779.80	47.22



CITY OF PACIFIC GROVE
300 Forest Avenue, Pacific Grove, California 93950
RECREATION DEPARTMENT

AGENDA REPORT

TO: Recreation Board
FROM: Kyle Susic, Recreation Manager
MEETING DATE: January 24, 2019
SUBJECT: Recreation Board Goals and Objectives

RECOMMENDATION

Create a list of Goals and Objectives to assist the Recreation Staff with formulating a vision and course of action for 2019.

DISCUSSION

The Recreation Staff is encouraging the newly formed Recreation Board to provide staff with a list of Goals and Objectives for the year 2019. These Goals and Objectives are the next step in the staff's response to implementing the vision created by the Recreation Assessment results. They will help serve as a roadmap for prioritizing projects, programs and tasks, as well as create a source of accountability for staff to use in their evaluation of the department throughout the year.

OPTIONS

1. Take no action
2. Provide alternate direction

RESPECTFULLY SUBMITTED,

A handwritten signature in cursive script that reads "Kyle Susic".

RECREATION PROGRAM MANAGER



CITY OF PACIFIC GROVE
300 Forest Avenue, Pacific Grove, California 93950
RECREATION DEPARTMENT

AGENDA REPORT

TO: Recreation Board
FROM: Kyle Susic, Recreation Manager
MEETING DATE: February 28, 2019
SUBJECT Recommend the City Council adopt a Resolution Amending Council Policy 200-3, the Morris Dill Courts and paint additional pickle ball lines. The Project qualifies for a Class 1 Exemption under California
CEQA: Environmental Quality Act (CEQA) – CEQA Article 19 – Section 15301 (Existing Facilities).

RECOMMENDATION

Recommend the City Council adopt a resolution amending Council Policy 200-3 the Morris Dill Courts and paint additional pickleball lines to make a multi-use space on court #4.

DISCUSSION

The Pacific Grove Morris Dill Courts, located at the Pacific Grove Community Center, 515 Junipero Ave, provides a venue to meet the public’s recreational racket sport needs.

Council Policy 200-3

Policy 200-3, the Morris Dill Courts, provides a framework of operating rules to allow for community use while protecting the residential character of the surrounding neighborhood and outlines priorities for future programming and oversight of the facility. The Policy was adopted in 1988 and amended in 2006 and 2011.

Staff is recommending additional amendments to the Policy. These changes were prompted by the separation of the on-sight Tennis Professional, growing interest in the sport of Pickleball by local community members, and community desire for public access to the courts. Proposed changes include:

1. Altering the “Purpose and Objectives of the Morris Dill Courts” section of the policy to allow public use of the courts for a variety of “racket sports”, rather than limiting the facility to tennis. Racket sports include, but are not limited to, tennis, pickleball, and badminton.

In the fall of 2018, staff reached out to the City Attorney’s Office to review the allowable activities at the courts. It was determined that pickleball is an allowable activity per the current policy. By re-defining the policy to allow “racket sports” the Recreation Department would have the ability to accommodate the growing interest of the local community members in the sport of pickleball, as well as offer and provide a multi-use

facility for additional racket sports and recreation activities.

2. Altering the “Court Operation and Management” section of the policy to re-assign the operations and management of the courts to the Recreation Department and allow the Recreation Department to enter into an agreement with a Racket Sport Professional if they so choose.

The current policy lists that operations and management of the courts is done so by a Tennis Professional. There is no current agreement with a Tennis Professional for oversight of the facility.

3. Modify the “Court Rotation” section to simplify the rules of play and create a structured overview that is conducive for a variety of racket sports.

The existing policy currently provides rules and regulations that are specific to the sport of tennis that were enforced by the on-sight Tennis Professional.

4. Modify the “Fee, Lessons, Clinics and Camps” section to allow the courts to be open to the public during operational hours free of charge and to re-assign scheduling, permitting and programming of the facility to the Recreation Department. Included in the modification; as a way of managing the activities that take place on the courts, a Reservation Permit will be required all groups, teams, clubs and/or organizations. In addition, any and all lessons, clinics and/or camps must be approved by the city’s Recreation Department and be taught by a City-designated instructor.

The current policy covers a variety of groups and activities that are outdated and not currently being offered; ex. Co-Sponsored Tennis Tournaments, Socials, Interclub, and Junior Tennis Teams. It also states that fees and approval of reservations may be set by the Tennis Professional. Since the separation of the on-sight Tennis Professional, the activities and use of the courts has significantly increased. However, there have been numerous instances where individuals have taken it upon themselves to block off courts for the instruction of private lessons and large groups have organized scheduled meeting times without any approved reservations or permits. These unregulated activities have been a cause of discussion and complaints from the local tennis and pickleball players as well as the residence that surround the courts. These activities, although recreational in nature, do not follow the guidelines listed in the Purpose and Objectives of the courts, “in order to foster and promote broad recreation opportunities for all, certain priorities must be established to cover lessons, clinics, tournaments, leagues, and other activities deemed to be in the best interest of the community”. All reservation and programming fees at the Morris Dill Courts will follow the City’s Master Fee Schedule.

Pickle Ball Lines

Following the responses from residents who participated in the Recreation Assessment; and due to growing interest in the sport of pickleball from community members, city staff permanently painted two pickleball courts on court #5 and marked the corners of two additional pickleball courts on court #4 at the Morris Dill Courts in the fall of 2018.

Staff is recommending that the pickleball courts on court #4 be filled in to complete the project of providing four permanent pickleball courts at the complex. Doing so would allow the Recreation Department to retain three primary tennis courts and offer two full multi-use courts as well as accommodate the current amount of pickleball activity at the site.

FISCAL IMPACT

There will be minimal fiscal impact associated with painting of the pickle ball lines on court #4. We estimate this will not exceed \$850.

OPTIONS

1. Take no action
2. Provide alternate direction

ATTACHMENTS

1. Attachment (Morris Dill Courts Policy)

RESPECTFULLY SUBMITTED,



RECREATION PROGRAM MANAGER

CITY OF PACIFIC GROVE CITY COUNCIL POLICY

Policy Governing	Policy No.	Effective Date	Page No.
Morris Dill Tennis Courts Morris Dill Courts	200-3	March 9, 2011	1 of 4

I. PURPOSES AND OBJECTIVES OF THE MORRIS DILL ~~TENNIS~~ COURTS

The Community Center ~~tennis complex~~ Morris Dill Courts ~~is are~~ provided ~~to by~~ the citizens of Pacific Grove to meet the ~~public's recreational racket~~ ~~recreational sports~~ - needs ~~of the tennis playing public~~. The tennis ~~recreational experience~~ Morris Dill Courts should offer opportunities for all ages and abilities to participate in a wide range of racket sports. Racket sports include, but are not limited to, tennis, pickleball, and badminton. ~~y levels in a wide variety of activities.~~

While meeting the recreational needs of the entire Pacific Grove community is of primary concern, this must be done in the context of providing a setting that is conducive to the neighborhood that surrounds the Morris Dill ~~Tennis~~ Courts. ~~Tennis Racket sport activity~~ and participants must be mindful that they are sharing a residential area that places high value on reasonable peace and quiet.

The ~~program should encourage~~ Recreation Department will encourage maximum and proper use of the ~~tennis-Morris Dill Courts complex~~ in a manner beneficial to the entire community. It should be flexible enough to easily allow for revision if certain provisions prove to be ineffectual or not in the best interests of the entire community.

~~It is recognized that the~~ The recreational needs of the ~~tennis-racket sport ball~~ playing public are the highest in priority. However, in order to foster and promote a broad ~~tennis program~~ recreation opportunities for all, certain priorities must be established to cover lessons, clinics, tournaments, leagues, and other activities deemed to be in the best interests of the ~~community sport~~.

~~In order to foster and promote tennis as a recreational activity the City of Pacific Grove shall allow a tennis club. Play upon the municipal courts shall not be predicated upon membership in the tennis club nor shall such membership imply special playing privileges. However, the City encourages club membership in order to provide a forum that gives the tennis playing public the opportunity to make their program needs known and to create opportunities to make the tennis playing experience more enjoyable.~~

II. COURT RULES AND GENERAL INFORMATION

The courts will be available daily for use by the general public unless booked for a clinic, tournament, or activity deemed by the Recreation ~~program~~ Department. ~~to be in the best interests of the overall tennis program.~~ However, at no time shall non-~~tennis~~ racket sports related programming dominate use of the courts to the detriment of the general ~~tennis-~~ racket sports playing public or the surrounding neighborhood.

Hours of Operation

1. The posted hours of court operation will be from 9:00 a.m. to sunset, seven days a week, ~~year round~~ year-round. No ~~tennis racket sport~~ activity is allowed before 9:00 a.m.
2. A court deposit may be required for court reservations if demand warrants. The amount of such a deposit shall be set forth in the City's Master Fee Schedule.

The deposit will be returned (less applicable court fees) upon arrival. Deposit is forfeited if cancelled ~~inside~~ within 24 hours of requested court time or in the event of a no-show.

Tennis Court Operation and Management

1. The City may enter into an agreement with a ~~tennis-racket sports~~ professional for general operation and management of the Morris Dill ~~Tennis Courts~~.
- ~~2. Unless otherwise limited by this policy, provisions of law, or the Pacific Grove Municipal Code, tennis professional operations shall be conducted in compliance with good business practices and standards.~~
- ~~3. The tennis professional shall keep an updated calendar of events posted in the Pro Shop window.~~
- ~~4.2. The tennis professional shall inform the neighbors~~ Neighbors shall be notified of any upcoming special event, or tournament, or social atournament a minimum of 14 days prior.
- ~~5.3.~~ The City will assist the ~~tennis-racket sports~~ professional market and advertise the program, through the City's website, the *Recreation Guide*, and other appropriate means.

Court Rotation

1. First priority for court assignments shall be by reservation. Otherwise, courts will be available on a first-come, first-to-play basis.
- ~~2. Players must register and pay applicable fees in the Pro Shop and be assigned to a court.~~
- ~~3.2. Time limit for play is one hour. Play may continue if no one is waiting. Court time begins as soon as you are assigned your court.~~
- ~~4. If you lose one player in doubles, you may find a replacement.~~
- ~~5. If you lose two players in doubles, or your opponent in singles, you must give up the court if other players are waiting.~~
- ~~6. If a singles match adds two for doubles during their playing time, the original singles remain. If no one is waiting, doubles time should then start.~~
- ~~7. All challenge matches should be played at non-prime time. No challenge matches can be played during any other activity (interclub, social, etc.). Players competing in club challenge matches may extend playing time by making prior arrangements when registering for play. Only one challenge match can be extended at any one time.~~
- ~~8. No court may be used by only one person when a group of two or more is waiting for a court.~~

Waiting List:

- ~~1. You may not sign up until your partner is at the court and ready to play.~~
- ~~2. If you wish to play doubles, you may add the names of two players who are at the court and ready to play to the sign-up list while waiting.~~
- ~~3. Players not present and ready to play when court is available must register again at the bottom of the list.~~
- ~~4. Names may not be added to the waiting list until the player finishes play, and then only at the bottom of the list.~~

Court Rules

1. Non-marking tennis shoes must be worn on the court.

2. Metal racquets must have protectors.
3. No dogs are allowed on courts or in the Pro Shop.
4. Shirts must be worn at all times.
5. No bikes, skates, or skateboards are allowed on the courts at any time.
6. No food or beverages (other than water) on the courts.
- ~~7. No rain checks.~~

Residency:

- ~~1. Residents are defined as persons who reside within the city limits of Pacific Grove.~~
- ~~2. Business addresses in Pacific Grove do not qualify for resident status.~~
- ~~3. Pebble Beach and the Monterey Peninsula Country Club are not within the city limits.~~

III. FEES

~~Unless established in the City's Master Fee schedule, fees may be set by the Tennis Professional.~~ All fees are referenced in the City's Master Fee Schedule.

IV. LESSONS, CLINICS, AND CAMPS

The teaching of proper techniques and etiquette is of primary importance to the enjoyment of the game. To ensure that this priority is met, a City-approved teaching professional or City-designated instructor shall have priority use of one court for the purpose of teaching private lessons and three courts to conduct group lessons, camps, and clinics. ~~If no reservations have been made, lessons may be taught on all five courts. The clinics shall cover all facets of tennis. Clinics offered at no fee, and particularly those offered to the beginning player, shall be a priority.~~

V. ~~TOURNAMENTS~~ RESERVATIONS

~~All tournaments~~ reservations shall be co-sponsored approved by the City Recreation Department. ~~These include: tournaments, group reservations, and team/club practices. Tournaments shall be so structured as to ensure against financial loss. No tournament shall be structured for individual financial gain. A reasonable honorarium may be paid the tournament director and staff. A tournament financial statement must be filed with the Recreation program within 20 days of the tournament conclusion. Recreation staff shall provide the necessary forms.~~

A Reservation Permit is required for all groups, teams, clubs and/or organizations.

A maximum of five tournaments shall be allowed within a calendar year.

~~Revenues derived from tournaments co-sponsored by the Tennis Club shall remain in its trea~~

~~Revenues derived from tournaments sponsored by the Recreation program will revert to the Recreation Fund, unless co-sponsored by the Tennis Club.~~ reservations will go back to the Recreation Department.

~~**III. LEAGUE AND SPECIAL ACTIVITIES**~~

~~Leagues and special tennis activities that add to the total tennis playing experience will be conducted as deemed necessary.~~

Socials:

- ~~1. There may be a maximum of four Tennis Club social events in any calendar year, with only one per quarter.~~
- ~~2. Regular daily court fees shall apply if the player does not have a valid player card or complimentary status by the City.~~
- ~~3. All socials shall pay for themselves; i.e., expenses must not exceed income.~~

~~Interclub:~~

- ~~1. No more than four Pacific Grove Tennis Club teams may play out of the Morris Dill Tennis Courts.~~
- ~~2. The Pacific Grove Tennis Club pays the daily fee for each guest player.~~
- ~~3. Each Pacific Grove Tennis Club player without a valid player card or complimentary status from the City must pay the Daily Court Fee.~~
- ~~4. All matches must start on time unless wet courts must be rolled dry; then play must begin as soon as courts are playable.~~
- ~~5. Courts are reserved until 11:00 a.m. (men and women) or 2:00 p.m. (seniors), or until matches are completed, whichever is earliest.~~
- ~~6. Women's Interclub matches shall be scheduled between 9:00 and 12 noon Monday through Friday, and not on the weekends.~~
- ~~7. Men's Interclub matches shall be scheduled Saturdays or Sundays between 9:00 a.m. and 12 noon.~~
- ~~8. A total of four courts may be reserved for Interclub matches. A fifth court shall be available for use if no daily players are waiting to use it, and no tennis lessons are scheduled.~~

~~Junior Tennis: The tennis teams associated with PGUSD may have use of courts at no charge for tennis activities, subject to the approval of the tennis professional and the City Manager. Approval shall not be withheld, if courts can be made available without unreasonable impact on other tennis operations.~~

~~Tournaments:~~

~~Clinics: Top priority shall be given to no-fee clinics. Showers:-~~

~~Showers are available for tennis players~~

Adopted: April 20, 1988

Amended: August 16, 2006, Reso. 6-019

Amended: March 9, 2011, Reso. 11-017

[Amended: March 28, 2018, Reso. 19-](#)