



CITY OF HUNTINGTON BEACH

To: Honorable Chair and Finance Commissioners
From: Robert Torrez, Interim Chief Financial Officer *RT*
Date: November 17, 2025
Subject: **Supplemental Communication for the November 19, 2025, Finance Commission Meeting**

Attached is a Supplemental Communication to the Finance Commissioners (Received after distribution of the Agenda):

D.DISCUSSION ITEMS AND POTENTIAL RECOMMENDATIONS

#D2. (25-908) - (1) attachment received from Community & Library Services regarding service contracts.



HBSC PARTNERS, LLC
WWW.HBSPORTSCOMPLEX.COM

PROPOSAL

OUTER ATHLETIC FIELD MAINTENANCE & PREPARATION

REQUEST FOR PROPOSAL
NO. 2022-0125

PROPOSED TO:
CITY OF HUNTINGTON BEACH



JAN
2022

About HBSC



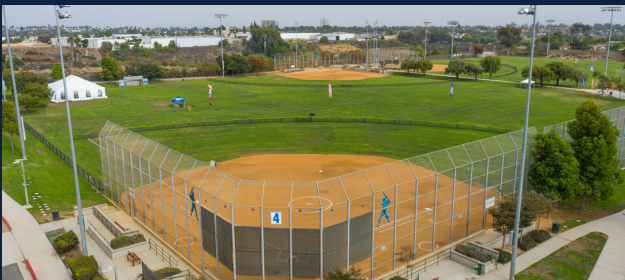
HBSC Partners, LLC is a partnership formed for the sole purpose of making the Huntington Beach Sports Complex and the City of Huntington Beach a premier recreational space for our community and year-round destination for youth and adult sports. Since entering into our partnership with the City, HBSC has sought consultation and training from elite sports field maintenance professionals, implemented extensive changes to improve our field playability, and hired 3 full-time and 11 part-time maintenance/grounds staff to provide ongoing care for our facility. We take great pride in maintaining our fields to a high standard and appreciate the opportunity to extend these standards to the outlying fields in the City of Huntington Beach.



Experience

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In our short tenure at the Huntington Beach Sports Complex, we feel that we have made tremendous improvements to the athletic fields, including the infields and natural grass playing surfaces. Some of these efforts include:



September 2021

Oversaw major infield rehabilitation of five fields.

September 2021

Implemented new maintenance procedures that have greatly improved the playability of Sports Complex fields



October 2021/January 2022

Completed major infield renovation of two fields which now allow 14U (over 14 years old) players to utilize the facility.

November 2021 to Present

Conducted regular infield preparation and game preparation for the City of Huntington Beach.





References

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01

Benji Medure
Head Baseball Coach
Huntington Beach High School
(951) 764-9411

02

Tim Stone
President
Huntington Valley Little League
(714) 401-7688

03

Rick Melendrez Jr.
Vice President
Xtreme Diamond Sports
(951) 538-2100

04

Darren Larson
Vice President
Perfect Game USA
(979) 235-0972



Staffing

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Mike Keiter
Lead Groundskeeper

- 5 years of private sector field maintenance experience
- Extensive experience with electrical & mechanical trade work
- Ability to safely and effectively operate tractors and trailers

Greg Ervin
Grounds/Maintenance Supervisor

- 10 years of field maintenance experience with the City of Huntington Beach
- Extensive expertise in athletic field layouts, irrigation, and maintenance
- Specific knowledge of outlying field conditions and preparation procedures.





OUTER FIELD MAINTENANCE PLAN

[illegible]



Exhibit A – Cost Proposal

SCOPE

This proposal covers maintenance services detailed in the Scope of Work, including:

1. Daily – Drag, water, line fields (game days only), chalk infield foul lines, pitcher's and batter's boxes, clean and blow out dugouts. Hand rake infield areas along the arc to reduce berms. Field preparation work to be completed before the start of any scheduled events. Place field closure signs on fields after completion;
2. Weekly – Turf edge maintenance, nail grading (as appropriate), paint outfield line;
3. Monthly – Inspect and repair/replace base anchors, pitching rubbers and batter's boxes;
4. As needed – Fill low spots with brick dust, Turface, or similar material, and berm maintenance;
5. As needed - Paint field layouts on either natural grass or synthetic turf fields prior to games.
6. As Needed - CONTRACTOR shall notify CITY of any additional maintenance needs as they arise.

The proposed schedule of these services are further defined in the Proposed Work Plan that is included in this proposal.

COST

HBSC proposes a fixed fee of \$8,300 per month for all services. This price is inclusive of all time, material, and equipment costs necessary to complete the scope of work. HBSC will assist in the coordination of additional services, with such work to be completed under separate agreement.