



TOWN OF APPLE VALLEY

TOWN COUNCIL STAFF REPORT

To: Honorable Mayor and Town Council Date: May 13, 2014

From: Ralph Wright Item No: 15
Parks and Recreation Manager
Parks and Recreation

Subject: DISCUSSION ON USER GROUPS

T.M. Approval: _____ Budgeted Item: Yes No N/A

RECOMMENDED ACTION:

Provide direction.

SUMMARY:

The Town of Apple Valley continues to have more requests of user groups for use of field space than there is space available. For this reason, the Town has an adopted Ball field Scheduling Policy that establishes the prioritization protocol to ensure that residents of Apple Valley are best served with the limited space available. The policy is attached for your review.

Initial priority in field scheduling is given to Town of Apple Valley programming and School programming as agreed upon in various joint use agreements. Next in the hierarchy is youth recreation programming for groups consisting of a minimum of 75% Apple Valley residents. This is the category that we use to schedule both Apple Valley Little League and High Desert Pony. Apple Valley Little League consists of over 700 participants almost exclusively residents of Apple Valley. High Desert Pony consists of over 700 total participants as well. Although there are only 120 to 170 Apple Valley residents participating, teams are for the most part, geographically based. Therefore, in the spirit of serving our residents, the High Desert Pony teams consisting of over 80% Apple Valley residents are considered for scheduling purposes, to be in the same category as Little League.

BACKGROUND:

High Desert Pony was established in 2010 and soon after, Apple Valley residents, participating in High Desert Pony began requesting field space for practice in Apple Valley. Staff discussed with the Little League board, in place at the time, and field space was allocated for the Apple Valley Pony teams at Lenny Brewster Sports Center. The dates, times and exact schedules have changed but Pony has been using the field space for four years. Only teams predominately consisting of Apple Valley residents can practice on these fields as part of the exchange of service process.

Below is a field use chart that shows the field use for both Apple Valley Little League and High Desert Pony.

	Dates	Game Ready Fields	Total Fields Used each Week
Organization			
High Desert Pony	Mon - Thurs	2	8
Apple Valley Little League	Mon- Fri	7	35

Additionally, Little League schedules practices on Monday through Friday at nine parks and twelve reservable spaces throughout the season.

On Saturdays, Apple Valley Little League uses James Woody Park all day for games and on Sundays, High Desert Pony uses the fields at James Woody Park for games.

ASSISTED USER GROUP PARTICIPATION FEE:

In April, 2012, an assisted user group participation fee of \$10 was established. In exchange for the waiver of field use fees, all park users who participate in the use of fields through the exchange of service policy are required to pay this fee each season. All Apple Valley Little League participants and all High Desert Pony participants who use our fields for games currently pay the participation fee.

FISCAL IMPACT:

N/A

ATTACHMENTS:

Ball field Scheduling Policy PR – 1

Council Meeting Date: 05/13/2014

POLICY & PROCEDURE



Apple Valley Park and Recreation Department

TITLE: SPORTS USER GROUP FIELD AND FACILITY SCHEDULING POLICY	NO. PR1
APPROVED BY: PARK and RECREATION COMMISSION	DATE: 11/21/02 Amended 12/03/09

The demand for field usage by the community exceeds the Park and Recreation Department's ability to permit unlimited and/or unscheduled use by all participants. This policy modifies the previous BallField Scheduling Policy – R1. This policy creates a priority group list for use in situations where reservations exceed capacity and provides continuing sports user groups with consistency and a mild sense of security that their successful programs will have a place in the Town's parks and facilities from year to year.

SECTION A – Incumbent Sports Users Groups

Incumbent sports user group programs based in Apple Valley including school programs, non-profit recreation programs as well as club programs that have developed an ongoing relationship with the Town, participate in the exchange of service program and are in good standing with regard to their accounts payable and exchange of service requirement will have the security of knowing the equitable field space will be available year to year on an ongoing basis.

- In the event that an incumbent group's participation numbers substantially increase, the Town offers no guarantees but will make every effort to find space for expansion.
- In the event that an incumbent group's participation numbers substantially decrease, the Town will make adjustments as requested or warranted.

EXCEPTION NOTES:

** In the event that field space becomes unavailable due to expansion of Town services, the Town will make every effort to accommodate the requested use at other sites.

** In the event that the Town is unable to secure additional sites and allotted field space does not support all of the incumbent groups, the hierarchy and seasonal priority listed in Section B and Section C of this policy will be used to determine field allocation.

SECTION B – Sports Allocation Hierarchy

Ballfields and sports facilities within the Town of Apple Valley with regard to new or sporadic programming shall be scheduled as follows:

1. Park and Recreation Department sponsored youth and adult sports programs.
- 2a. Apple Valley Unified School District and other Local School uses honoring reciprocal use agreements. Before 5:00 p.m., Monday – Friday.
- 2b. Non-profit youth recreational athletic programs (entry level sports programs serving the community-at-large) that have no less than 75% of their participants residing as Town residents. After 5:00 p.m. Monday – Friday and all day Saturday and Sunday.

POLICY & PROCEDURE



Apple Valley Park and Recreation Department

TITLE: SPORTS USER GROUP FIELD AND FACILITY SCHEDULING POLICY	NO. PR1
APPROVED BY: PARK and RECREATION COMMISSION	DATE: 11/21/02 Amended 12/03/09

SECTION B – Sports Allocation Hierarchy continued...

3. Non-profit youth “club” athletic programs (competitive sports programs serving smaller segments of the community that have no less than 75% of their participants residing as Town residents).
4. Resident-based adult recreational and competitive athletic programs that have no less than 75% of their participants residing as Town residents.
5. All other resident and non-resident uses (first-come, first served).

SECTION C – Seasonal Prioritization

Since demand for fields exceeds availability and numerous sports organizations operate on a year-round schedule, field usage will be prioritized on a traditional sports schedule as follows:

Spring/Summer – Baseball
Late Summer/Fall – Soccer and Football

Any sports organizations operating a secondary season will have a lower priority status when the secondary season conflicts with another group’s primary season. Every effort will be made to accommodate all groups to some degree; however, the Park and Recreation Department reserves the right to request rosters and verify league participation numbers to ensure that field requests are based on actual needs.

SECTION D – Other Considerations

No two user groups will be allowed to hold registrations for the same sport at the same location and time. If two or more user groups request the same location, date and time the user group with the longest tenure will get priority. However, the goal will be for each existing user group to have an equal and fair ability to have registrations at any one location.

Field Utilization Meetings

The Park and Recreation Department will schedule Field Utilization Meetings, which will be held **twice a year**, once in the **fall for January through June** and once in **early spring for July through December**. These meetings will allow the Department to get a better grasp of anticipated participation numbers, field needs and schedules as well as allow for coordination of registration and discuss exchange of service requirements. Letters of invitation will be sent to all existing field-use groups requesting their attendance.