



STAFF REPORT

DATE: 10/16/2024

TO: Honorable Mayor and City Council Members

FROM: Community Services Department

REQUEST FOR CITY COUNCIL ACTION

SUBJECT:

APPROVE AND AUTHORIZE THE EXECUTION OF THE REVISED ATHLETIC FACILITY ALLOCATION POLICY

EXECUTIVE SUMMARY:

This staff report asks the City Council to approve and authorize the execution of the revised Athletic Facility Allocation Policy. Approval of this action will enable Community Services to offer a fair and equitable process for allocating sports fields, sports courts and other athletic facilities.

RECOMMENDED ACTION:

That the City Council:

- a. Approve and authorize the execution of the Athletic Facility Allocation Policy
- b. Authorize the City Manager, or his designee, to execute the policy with an implementation date of January 1, 2025

BACKGROUND & HISTORY:

The City of Corona implemented its existing Athletic Facility Allocation Policy on March 14, 2011, to enhance the overall customer experience for users of our recreational facilities. This policy was designed to clearly define user group classifications, ensuring

that various organizations and individuals can easily understand their eligibility and requirements for field usage. The existing policy served its purpose well; however, with the addition of more teams and the increased diversity of sports, it is now necessary to update the policy to better reflect our current demand.

The revised policy outlines a streamlined application process, making it more efficient for user groups to request access to our outdoor sports fields. The revised policy establishes a transparent allocation procedure that prioritizes fair access and maximizes the use of City facilities. Furthermore, the revised policy includes comprehensive rules and regulations governing field usage, which help maintain the quality of our sports fields and ensures a safe and enjoyable experience for all participants.

Currently, the City allocates fields to several sports leagues, including soccer, football, baseball, and softball. These groups represent a diverse array of sports organizations and recreational leagues, allowing us to serve a wide range of activities and skill levels. Our commitment to supporting various sports fosters community engagement and promotes healthy lifestyles among residents of all ages.

ANALYSIS:

Implementing an athletic field allocation policy offers a wide array of benefits that are essential for effectively managing our community's recreational resources. The existing policy is outdated and fails to meet the dynamic and evolving needs of our community's athletes and sports organizations. Since the policy was first established, there has been a significant expansion in the levels of athletic play, resulting in a higher demand for fields and organizations competing for additional field space.

The existing policy lacks clarity regarding the priority usage of athletic fields and posing challenges in establishing fair standards for field allocations. This can lead to confusion among user groups, making it difficult to accommodate the diverse needs of various organizations throughout the community. As the number of groups seeking facility usage grows, it has become increasingly challenging to fulfill the allocation requests of different sports leagues.

The revised policy addresses six substantive areas: classification and prioritization of groups, the allocation process, facility use permits, athletic field rules, maintenance and upkeep, and violations and disciplines. A key feature of the policy is establishment of firm deadlines for submitting allocation requests, which will streamline the application process and improve the turnaround time for issuing permits to organizations. Facilities will be allocated based on participant counts and needs, ensuring that fields are distributed according to actual demand and encouraging responsible usage of athletic spaces. This approach enhances fairness in the allocation process but also optimizes the use of City facilities.

Proposed revisions to the Field Allocation Policy were discussed at the Parks and Recreation Commission on September 17, 2024 and the City Council meeting held on September 26, 2024.

FINANCIAL IMPACT:

There is no financial impact associated with the recommended action.

ENVIRONMENTAL ANALYSIS:

This action is exempt pursuant to Section 15061(b)(3) of the Guidelines for the California Environmental Quality Act (CEQA), which states that a project is exempt from CEQA if the activity is covered by the commonsense exemption that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. This action is to approve a revised Athletic Facility Allocation Policy, and there is no possibility that this project will have a significant effect on the environment. Therefore, no environmental analysis is required.

PREPARED BY: SARAH ARCE, MANAGEMENT ANALYST I & MOSES CORTEZ, FACILITIES, PARKS, AND TRAILS MANAGER

REVIEWED BY: DONNA FINCH, COMMUNITY SERVICES DIRECTOR

ATTACHMENTS:

1. Exhibit 1 – Updated Athletic Field Allocation Policy