



**STAFF REPORT**  
**1/24/2024**

**TO:** Honorable Mayor and City Council Members  
**FROM:** Maritza Martinez, Public Works Director  
**SUBJECT:** Approve updating the days and times of the Community Field Use Program.

---

**STAFF RECOMMENDATION:**

Approve updating the days and times of the Community Field Use Program.

**EXECUTIVE SUMMARY:**

In 2011, facility user fees were adopted and implemented. Since 2011, lighted field use has required users to obtain a facility field use permit and pay the corresponding facility field use and field lighting rates. In response to Council requests community field use options were evaluated by staff. In 2017, City Council approved a Community Field Use Program be established for Fridays at all Bagdouma Park and Saturdays and Rancho Las Flores Park sports fields from dusk to 10pm.

In 2020, the Community Field Use Program was approved as follows:

- Bagdouma Park
  - o Mondays, Wednesdays, Fridays, Saturdays
- Rancho Las Flores Park
  - o Tuesdays, Wednesdays, Thursdays, Saturdays

In 2017 and 2020 when this program was established it was created to provide free field lighting to league and non-league teams; none of the established Community Field Use days resulted in conflicts to any field use by leagues. Currently, as there is no longer any field use fees required to reserve the fields and the MOU no longer sets aside field use days the current Community Field Use schedule is restricting league play for youth and adult games.

On November 20, 2023, at the request of both soccer leagues (CVSL and CYSAS) city staff meet with the community group members and leadership from both soccer leagues to discuss amendments to the existing Community Field Use Schedule. The primary concerns discussed during this meeting are listed below:

- Community Field Use Days were originally created when field use and lights were provided based on a fee; these were requested originally to provide practice days for the community without a fee. The use has now changed as no fees are charged to anyone for field or field light use.
- Currently, both leagues are reporting that travel teams (most of which charge youth for team entry) are reserving much of the available community field use days. Thus, the community field use days are not being used by the community as much as it is by organized travel teams that are also members of both soccer leagues.
- CVSL is reporting the current community field use days at RLF are not allowing them to schedule youth games as youth games need to be scheduled in the early evening and CVSL only has Mondays for those games (Tuesday, Wednesday and Thursday are Community days at RLF).

To resolve the above noted concerns discussed at the November 20, 2023 meeting, the represented parties identified the below amendments to the Community Field Use Program days:

1. Community days after 8:15pm field uses would revert to MOU use from 8:15pm-10:30pm at both RLF and Bagdouma.
2. At RLF Park Field 1 & 2 on Wednesdays be treated as MOU use (leaving RLF Field 3 on Wednesday still as a Community Use Field).
3. At Bagdouma Park Field 3 on Fridays be treated as MOU use.
4. Saturdays be removed as a community field use day at Rancho Las Flores Park to allow for youth league games.

Staff supports the above four edits identified to the Community Field Use Program and recommends these adjustments to the program. On January 16, 2024, the Parks and Recreation Commission also reviewed this recommendation and unanimously recommended these adjustments to the Community Field Use Program.

**FISCAL IMPACT:**

None.