



CITY OF MOORPARK

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Pursuant to Governor Newsom’s Executive Order N-29-20 et seq., members of the City of Moorpark’s Transportation and Public Works Standing Committee will participate in this meeting via a teleconference from separate locations.

In the interest of maintaining appropriate social distancing, members of the public who want to participate in the meeting may do so in-person, but are encouraged to participate using the options below:

E-mail: send comments to pwdu@moorparkca.gov prior to 4:00 p.m. on the meeting day (please limit to 500 words).

Zoom Meeting

Registration: <https://us02web.zoom.us/j/82908054390?pwd=RjVrR2FXOUdOcnozOXo3Yk5OLzFVZz09>

**NOTICE AND CALL OF A
REGULAR MEETING OF THE
TRANSPORTATION AND PUBLIC WORKS STANDING COMMITTEE**

(Councilmembers Enegren and Castro)

TO THE MEMBERS OF THE TRANSPORTATION AND PUBLIC WORKS STANDING COMMITTEE OF THE CITY OF MOORPARK:

NOTICE IS HEREBY GIVEN that a Regular Meeting of the Transportation and Public Works Standing Committee is hereby called to be held on Monday, March 1, 2021, commencing at 5:00 p.m. Said meeting will be held in the Large Conference Room at City Hall, 799 Moorpark Avenue, Moorpark California.

Said Regular Meeting shall be for the purpose of considering the following items:

1. CALL TO ORDER:

2. ROLL CALL:

3. PUBLIC COMMENTS:

None

4. DISCUSSION ITEM(S):

TRANSPORTATION

None

PUBLIC WORKS

- A. Youth Sports Organizations Purpose: To discuss recommendations for 2021-2024
Youth Sports Organization agreements. (Written Report)

All writings and documents provided to the members of the Transportation and Public Works Standing Committee of the City of Moorpark regarding all agenda items are available for public inspection at the City Hall public counter located at 799 Moorpark Avenue during regular business hours. The agendas and agenda reports for City Council Standing Committee meetings are available on the City's website at www.moorparkca.gov.

5. ADJOURNMENT:

Date: February 26, 2021.

In compliance with the Americans with Disabilities Act, if you need special assistance to review an agenda or participate in this meeting, including auxiliary aids or services, please contact the Public Works Department at (805) 517-6256. Upon request, the agenda can be made available in appropriate alternative formats to persons with a disability. Any request for disability-related modification or accommodation should be made at least 48 hours prior to the scheduled meeting to assist the City staff in assuring reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104; ADA Title II).

TRANSPORTATION AND PUBLIC WORKS COMMITTEE AGENDA REPORT

TO: Transportation and Public Works Committee

FROM: Jeremy Laurentowski, Parks and Recreation Director
BY: Michael Ramirez, Recreation Supervisor

DATE: Meeting of March 1, 2021

SUBJECT: Discussion of Recommendations for 2021-2024 Youth Sports Organization Facility Use Agreements

BACKGROUND

In 2018, the City Council authorized facility use agreements for seven youth sports organizations: American Youth Soccer Organization (AYSO), Achieve Goals, Inc. (AGI) Moorpark Girls Softball Association (MGSA), Moorpark Little League (MLL), Moorpark Musketeers Youth Football (MMYF), Moorpark Soccer Club (MSC), and United States Youth Volleyball League (USYVL).

These facility use agreements grant priority use of, and reduced fees for, certain City facilities to these organizations. The agreements also specify the conditions of use and the requirements the youth sports organizations must meet in order to maintain their rights under the agreements.

Several significant changes were made to the agreements in 2018, including the removal of a 42-week per year limit, the addition of specified use periods, the addition of field allocation ratios, and changes to fees and residency requirements. The current agreements (2018-2021) allow for year-round use at reduced rates. However, the number of allotted fields, and priority use of those facilities, varies by season with each organization's primary season granting the highest level of priority and facility usage. Use fees are currently set at \$8.75 per hour for an athletic field and \$6.00 per hour for a ball field (softball or baseball) for use under the agreements.

DISCUSSION

The current Youth Sports Organization (YSO) facility use agreements expire on June 30, 2021. In order to continue to provide reduced field rates, priority use, and other

benefits to the YSOs without interruption, new facility use agreements will need to be executed on or before June 30. Staff is proposing a few key changes to the agreements, as detailed below. Draft agreements will be presented to the Transportation and Public Works Committee at the April 5, 2021 meeting.

Staff's proposed changes and recommendations are as follows:

Premises

Currently, YSO agreements specify the location and maximum number of fields available to each YSO by date, season, and so forth. However, the actual number of fields that a YSO qualifies to reserve under their agreement may be less than this allocation based on a team to field ratio requirement. To better serve our YSOs, the community, and the City, staff suggests removing this ratio requirement and allowing YSOs to reserve the maximum number allotted in their agreements as needed to allow for more flexibility in their scheduling of fields. The benefits of allowing YSOs to request the maximum number of fields allotted include a reduced time-burden on YSO volunteers, greater access to park facilities by the general public during peak-hours, and additional rental opportunities resulting in increased revenue potential for the City, to name a few.

If the existing ratio format for field allocations is eliminated as suggested, it should be noted that use would still be limited to each YSO's assigned fields. To allow this increased flexibility and prevent potential negative impacts caused by inefficient field usage, a clause would be added to YSO agreements allowing the City to remove fields from a YSO's permit when (a) field(s) on a set date and time is/are unused on three or more occasions during a season.

Hourly Use Fees for Fields

As stated earlier, fees for field use under the current agreements are set at \$8.75 per hour for an athletic field and \$6.00 per hour for a ballfield. These fees were based on the City's hourly costs to maintain these facilities in 2018. The City's park maintenance budget has remained relatively steady over the past three years.

Based on this information, staff recommends no increase to rental fees at this time.

Use of Alternate Fields

Current agreement language for all YSOs states, "At City's sole discretion, other fields may be temporarily assigned to [YSO] if all, or a portion of, fields listed above are not available due to closure for maintenance or use by City for its own programs."

As YSOs modified their practice formats to meet mandated health and safety guidelines required by the State and County due to COVID-19, and season schedules were postponed, resulting in a need for fields outside of prescribed priority-use periods, it

became necessary to adjust YSO's designated field locations. While the declared emergency of the COVID-19 pandemic provided some flexibility in modifying field assignments, as seen in the language above, the ability of City staff to assign alternate fields to YSOs when needed is normally limited to "closure for maintenance" and "use by City for its own programs." City staff suggests modifying agreement language to additionally allow staff, at the City's sole discretion, the ability to assign alternate field(s) as deemed necessary for declared emergencies and unforeseen circumstances. Sample language below.

"At City's sole discretion, other fields may be temporarily assigned to [YSO] if all, or a portion of, assigned fields are not available or become unsuitable due to closure for maintenance, use by City for its own programs, a declared emergency, or other unforeseen circumstances as deemed appropriate by the City Manager or his/her designated representative."

Designated Field(s) – Moorpark Soccer Club (MSC)

Current agreement language for Achieve Goals includes language allowing for use of single field at AVCP in place of their assigned field when use, "does not interfere with American Youth Soccer Organization Region 363 (AYSO), Moorpark Girls Softball Association (MGS), or Moorpark Packers dba Moorpark Musketeers Youth Football (Musketeers) use of Premises as identified in their respective Agreements." This language is currently absent from MSC's Agreement language. City staff suggests adding this language to MSC's Agreement for consistency.

STAFF RECOMMENDATION

Discuss recommendations and proposed changes for the 2021-2024 Youth Sports Organization Facility Use Agreements as outlined in this report.