



## Legislation Text

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**File #:** 21-3927, **Version:** 1

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Discuss and Consider Adopting an Athletic Field Use and Allocation Policy

Approve Policy

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The Parks and Recreation Department has worked closely with volunteer youth sports associations for decades by allocating and maintaining athletic fields for practices, games and tournaments. The department executes a facility use agreement with each association for spring and fall seasons. While this process has worked well, we do not have a comprehensive policy that addresses new and existing organizations and their requests for field space.

The proposed policy was developed to provide an efficient and transparent process for allocating athletic field space to sports organizations. This document establishes eligibility for sports organizations, field allocation criteria, seasonal definitions, reservation timelines, associated use fees, tournament processes, and other responsibilities which will guide field use for diamond and rectangular sports. This policy creates a level of equity among sports organizations to ensure that some organizations do not unreasonably receive more time or higher quality fields than another organization.

The proposed policy requires that all organizations shall submit a written request to the Department for the use of facilities by June 1<sup>st</sup> for spring season sports and January 1<sup>st</sup> for fall season sports. In the event that two or more organizations request the use of the same facility, the Department reserves the right to review and adjust scheduling to ensure that all facilities are being fully utilized in the best interest of the City. Priority will be given to programs accommodated during the previous year. Field allocation decisions will be made by September 1<sup>st</sup> for spring season sports and April 1<sup>st</sup> for fall season sports. Every effort will be made to accommodate new programs according to facility availability.

The proposed policy was provided to all youth sports associations for their review. The policy was discussed with them at All Sports Associations meetings on April 14<sup>th</sup> and April 28<sup>th</sup>.

The adoption of a comprehensive athletic field use and allocation policy will allow for an efficient and transparent process. The guidelines are not intended for non-sport activities, special events, community unscheduled use, or individual reservations. Organizations receiving space through this policy will do so after programs associated with the City of Mansfield, Mansfield ISD, and space allocated per agreements with external partners has been scheduled through the Department.

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