

Agenda Report

TO: CITY COUNCIL

DATE: April 21, 2003

FROM: CITY MANAGER

**SUBJECT: UPDATE ON ACTIVITIES TO IMPROVE COORDINATION OF
SPORTS FIELDS SCHEDULING AND OPPORTUNITIES FOR
NEW OR EXPANDED SPORTS FIELDS**

RECOMMENDATION

This report is for information only.

BACKGROUND

On January 27, 2003, City Council approved the City Manager entering into an agreement with the Pasadena Unified School District (PUSD) to fund sports fields improvements at seven PUSD sites: Audubon, Don Benito, Eliot, Field, Madison, Muir and Washington Schools. A total of \$353,000 was allocated for these projects, with a balance of \$84,000 pending a project recommendation from the PUSD Board of Education. It is anticipated that staff will return to City Council with a recommendation on the remaining \$84,000 in May, 2003.

At the City Council meeting of January 27, 2003, Council asked staff to return with information addressing three sports fields issues:

1. The proposed purpose and structure of the "Joint Sports Fields Coordinating Committee", including an update on the status of establishing that Committee;
2. The proposed implementation of a coordinated City – PUSD system to schedule use of sports fields, including an update on the status of that project;
3. A list of all the recommendations from the 2000 Multipurpose Sports Fields Task Force for improvements, to expand the availability of sports fields by constructing new sports fields and improving existing facilities, including both those that have been completed, funded or are underway as well as those not yet acted upon.

The following report provides the requested information and updates.

1. JOINT SPORTS FIELDS COORDINATING COMMITTEE.

The summary of the proposed purpose, function and structure of the "Joint Sports Fields Coordinating Committee" is included as Attachment A. Both the City Manager and PUSD Superintendent have approved proceeding with implementation of said Committee. City staff and PUSD staff met together on March 13, 2003, reviewed the materials and discussed a start-up plan for the Joint Committee.

The first organizational meeting to establish the Committee is scheduled for April 16, 2003. At that time representatives of the City and PUSD will meet with members of the City's Sports Council to review the proposed purpose and structure of the Joint Committee, make revisions as appropriate, and establish a system for election of representatives from the various user groups. It is expected that the Committee will pursue the active participation of additional local public organizations (e.g. Pasadena City College, City of Sierra Madre, Altadena/L.A. County), so that these groups also include their sports fields within the jurisdiction of this Joint Coordinating Committee.

2. IMPLEMENTATION OF A COORDINATED, COMPUTERIZED SCHEDULING SYSTEM FOR USE OF CITY AND PUSD FIELDS

In early 2002, the City implemented a computerized reservation management software system, "Class" software, for reservations and scheduled use of all City parks and park facilities. In mid-2002, City staff met with PUSD staff to introduce the Class software system, and discussed an action plan to implement the same system in PUSD for scheduled use of their fields. PUSD reviewed the Class system and determined that it would address their needs for an online facilities management reservation and scheduling system. It was agreed that use of a single software system by the City and PUSD would benefit both the user organizations and those individuals and groups seeking field reservations. While funding for PUSD to purchase and install Class software was not readily identified, PUSD expressed a commitment to pursue potential funding sources to implement this system.

PUSD has been in contact with the City's Information and Technology office (ITSD) over the past six months, to identify ways to work together to effectively address joint technology needs in efficient and economical ways. In terms of use of the Class software system, it was determined that the most economical way to establish a coordinated City-PUSD reservation system was by adding the PUSD reservation sites to the existing City system; accordingly, the only software cost would be for adding the necessary software licenses for a designated number of PUSD users. This option was explored and evaluated over the past two months but, regrettably, the City ITSD office has determined it is not feasible given the security status of the present City Network. An alternative may be to offer PUSD "dial-up" access to the City's reservation system, and expand the list of available field locations to include the PUSD sites. The City's ITSD staff is confirming whether such an option is feasible.

PUSD is now exploring the cost and benefits of purchasing the Class software to computerize their scheduling for use of fields and school facilities, as well as seeking to identify a source of funding for this project. City staff has agreed to provide technical assistance in the start-up, as several City staff now have one year of experience in

effectively using this service. As PUSD proceeds and goes online with the Class software, a link between the City and PUSD reservation site would be set up so that customers can view availability of facilities of both organizations through one connection. Implementation of a shared or coordinated reservation system is targeted for Summer 2003.

The City is presently exploring the addition of a web module to the Class software, which would allow the public access to basic scheduling information (to see which fields and facilities are available on what dates and times). City staff is coordinating with PUSD to confirm that such web access would be afford interested users with scheduling information for both City and PUSD facilities.

3. RECOMMENDATIONS FROM MULTIPURPOSE SPORTS FIELD TASK FORCE IN OCTOBER 2000, TO CONSTRUCT NEW FIELDS AND IMPROVE CAPACITY AT EXISTING FIELDS

On October 30, 2000, the Multipurpose Sports Fields Task Force presented recommendations to City Council regarding a multi-phased plan to address the existing shortage of sports field space. The Plan included projects that involved construction of new fields as well as improvements to existing fields that would expand capacity. At the meeting of City Council on January 27, 2003, staff was directed to provide a summary of the improvements suggested in a three-phased approach by the Task Force in 2000.

As listed in the Agenda Report titled “Recommendations and Community Outreach from the Multipurpose Sports Fields Task Force”, dated October 30, 2000, the following field improvements were suggested.

Phase I – Immediate improvements: construction of two new fields and improvements to eight existing fields as follows:

Audubon School	Building new field (soccer field/ball diamond)
Don Benito School	Expand existing field
Eliot School	Expand existing field
Field School	Build new field (soccer field/ball diamond)
Marshall School	Redesign lower turf field
Sierra Madre School	Improve with turf, grading, etc.
Washington School	Add more turf and additional light standards
Rose Bowl, Area “H”	Rental of portable field lights
Eaton Blanche Park	Addition of new turf and fencing
Hahamongna	Improve with turf, grading, etc.

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Phase II – Improvements within the next three to five years at an additional six school sites and four park sites:

Sierra Mesa School	Improvement to facility with increase to playing area
Madison School	Expand east to west onto asphalt and north to south if restroom is removed for a 50/80 yard soccer area
Jackson Elementary	Rearranging for a 240 by 160 ft. field instead of the 120 by 160 proposed.
Edison School	It appeared a small field could be created, but the site plan was not to scale – plan needs to be reviewed.
McKinley School	Field north of Kidspace to be turned into a parking lot with a smaller field. Parking and field should be realigned. With some other small changes a field that is 50 by 80 yards can be created that would have its own parking. Review of the outdoor site plan is suggested.
Jefferson School	Field should be redesigned to be 275 by 180 feet.

Park sites:

Jefferson Park	Expand existing field
Allendale Park	Relocate existing storage facility in the middle of playing area and improve turf – then could be 50/80 soccer field
Victory Park	Develop possible 2 fields (under 8 size) in bare area. Convert the softball diamonds to also include 90 ft. base paths
Villa Park	Remove sidewalk to improve field space usage (more under 10 soccer)

Phase III – Development of new fields at:

Brookside Park	Rose Bowl parking area “T” into grass fields for multi-purpose open turf
Eaton-Canyon	Easterly portion (across from PHS on Washington & Sierra Madre) – multi-purpose open turf
the Civil Defense Center	Above New York Drive (if not the same as above) multi-purpose open turf
several privately owned parcels of land	<ul style="list-style-type: none"> ▪ Former Fedco parking lot ▪ Nearby Kinneloa property ▪ Parcels on Michigan above Walnut
Other parcels as they become available	To be determined

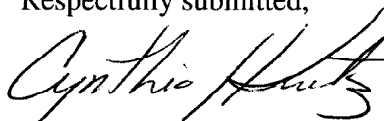
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An additional \$84,000 remains available for allocation to a qualified school field improvement project, for a total of \$437,000 in school sports improvement allocations. It is estimated that a recommendation from the PUSD Board of Education for use of the remaining \$84,000 will be presented to City Council for action in May, 2003.

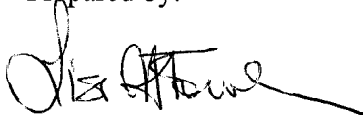
Respectfully submitted,



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Attachment