

Sports Commission Meeting Agenda

Thursday, October 25, 2018

Langston Brown CC

Time: 7:00-9:00pm

Approval of Past Meeting Minutes

- September 27, Meeting Minutes

New Business

- POPS Presentation
- Allocation Project Presentation

Commission Member Reports

Upcoming Meetings:

Meeting November 29, 2018 at Langston-Brown CC

Sports Commission Meeting Minutes

Thursday, September 27, 2018

Langston-Brown CC, Room 106

Time: 7:00-9:00 PM

Commission Members Present:

Shirley Brothwell, Chair
Sherry Kohan
John Bacon
David Tornquist

Justin Wilt
Steve Severn
Drew Murray
Corey Simples

Commission Members Absent:

Janet Eichers
Jessica Paska

County/APS Staff:

Megan Carney, SC Liaison

Deb DeFranco, APS

Guests

Dixie Duncan
David Maher

Please note: Agenda items may not be in chronological order.

Approval of Past Meeting Minutes

[7:04-7:09pm]

Motion to approve June meeting minutes as amended, seconded, and approved.

New Business

Allocation Project

[7:10-7:20]

Athletic Field Allocation project is in final review by youth user groups until the end of the month. Following, the groups will be asked to sign a Memorandum of Agreement agreeing to the policy. Planned to have MOA's go to board in November.

- Circulate policy ahead of time for commission review
- Commission to see presentation and write a letter at October meeting

Bill Thomas Award

[7:20 – 7:42pm]

Background on award and read the award criteria. Discussion on what other awards are out there and if this award is only for parks and not sports.

- Proposal to create own Sports Commission award
- Worthwhile to recognize sport volunteers
 - Recognize one person per user group in large volunteer recognition
 - Each user group selects one person per group
- Bill Thomas award meant for parks recognition and do not need to be regular participants in their process.
 - Seeking clarity on criteria and process from Parks and Recreation Commission
 - Sports Commission can provide input if asked on participating in nominating and selection

Sports Group Position Paper

[7:43 – 8:05pm]

Handout provided on Smart Planning Needed to Address Increasing Demand for Recreational Space. Sports groups provided input on paper discussing the need for more places for play in all sports.

- Provide common voice on field development
- Hope to have sports organizations sign document
- Discussion on potential project to turf Barcroft with the increase of fees to specific sport user groups, but Confirmed that projects and fees are not part of paper
- Provides position on need for field space
- Consider removing commission and foundation from organization list since they are not a sport user group
- Clearly reflect and explain numbers registration numbers
- Consider removing remark on fitness status
- Review field bullets to make sure they align with POPS

Chairman Updates

[8:05 – 9:02pm]

- **4MRV Park**
 - Design plans voted on with some push-back from Nauck and groups lobbying for open space
 - Area plan still in process and will study the viability of arts district in area, west of Nelson St
 - Potential additional property for the county to purchase that could include more space for classes and art

- Commission sent letter for 4MRV support and reiterated need for additional sports space
- **Field Space Analysis**
 - Discussion on analyses done indicated there is not need for additional field space. The individuals who prepared the analyses were invited to discuss the situation with the fields. The invitation was declined.
 - Discussion on how did DPR response and if the County Board asked DPR about analyses
 - Discussion on DPR and County Board Response
 - Sport Commission members will act upon information if necessary
 - Understanding that the Board wants to understand scheduling aspect more
 - Discussion on ability for DPR to provide common and transparent scheduling system
 - Discussion on increasing DPR scheduling efficiencies with leagues and dependency on volunteers
 - Desire to have group who did analysis should provide data
- **POPS**
 - Commission should read and comment on final POPS, ask POPS to present to Sports Commission in October
- **Aquatics Committee;**
 - Community swim and rental fees have increased over the years
 - DPR provides transfer money each year that was decided on years ago
 - Sub-committee come up with data based on “splashes” and created fee for splashes; DPR customers would pay DPR and then pay APS, rental fees and community swim fees would be adjusted for splashes
 - Confusion on how finances would work with over and under
 - Aquatics Committee working on proposal which did not get voted on
 - Sports Commission needs input before going to board
 - DPR and APS are working on transfer fee and not currently a community process
- **Career Center Letter**
 - Career center working group has finished report, should Sports Commission still send letter
 - Understanding there might be a field on site in the short term with a longer term campus on 12 acres
 - Current recommendation without a pool
 - Further study on field and other sport spaces
 - New letter handout (rewrite of original letter)
 - Next steps is to push enrollment to 800 seat level
 - Likely have to look at HS boundaries
 - Sports Commission feels they should have been a part of process
 - Letter should address report

- Follow-up, what are next steps with this and who the next decision maker is and can the Sports Commission communicate with them

- **Question:** What is known about DPR's budget given the County Manager's message? What can the Sports Commission do? Concern over service and staffing levels given budget situation.

Meeting ends 9:02pm

Christian Dorsey, County Board Liaison

Attest:

Megan Carney

Megan Carney, Staff Liaison

DRAFT

Athletic Field Allocation Policy

Department of Parks and Recreation

October 2018

Agenda

- Policy Purpose & Objectives
- Engagement with Partner Sports Leagues
- Policy Details
- Athletic Field Allocation Policy Pilot Program
- Next Steps



Policy Purpose & Objectives

Purpose: DPR desire to improve its allocation of athletic fields through a fair, adaptable, consistent, sustainable, and transparent process.

Objectives:

- **Tiered Priority Scheduling:** To determine priority allocation scheduling among partner organizations.
- **Field Scheduling Equity:** Provide data supported methodology for determining space allocations for organizations.
- **Define Primary and Secondary Seasons:** To ensure efficient field scheduling, and maximize use of all athletic fields.
- **Developmental Sports Process:** To provide a means for new sports organization to reserve field space and potentially become a Tier I or Tier II organization (i.e.; allow new sports and adapt to trends).
- **Out of Season & Tournament Reservation Process:** To define how non regular season reservations are processed with proposed associated fees.
- **Protect Natural Grass Fields:** To schedule fields in a way that minimizes turf loss to ensure maximum season to season play (i.e.; avoid field damage so they can be scheduled each season).

GreenPlay LLC

- DPR hired GreenPlay LLC in 2015 to develop a Sport User Group Allocation Policy that addressed DPR's concerns about field allocation inequity.
- GreenPlay conducted a review of DPR's athletic fields, and led focus groups with youth and adult sport organizations.
 - Arlington Public Schools, and the Sports Commission were also included in focus groups.
- Major GreenPlay Outcomes:
 - Confirmation of increased demand for field space due to increases in sports participation and extended seasonal play.
 - A documented field inventory.
 - Field allocation benchmarking.
 - Focus group summaries.
 - Draft recommendations to include defining activities per week, tier system, defining seasons of play, and a process for adding new sports to the tier system.
- DPR staff committed to conducting an Athletic Field Allocation Policy (AFAP) pilot program, and finalizing a policy.

Engagement

- Representatives from the Arlington sports community were consulted, and provided feedback on all policy objectives.
- Representatives included youth and adult sport organizations.
- Meeting dates and topics were as follows:
 - June 25, 2015: Initial Project Engagement Sessions
 - February 2-4 2016: Focus Group Engagement Sessions
 - June 7 , 2016: Project Update & Pilot Discussion
 - Fall 2017 – Spring 2017: Pilot Updates & Sports Commission Update
 - February 21, 2018: Draft Policy Review
 - August 15, 2018 – Out of Season Scheduling

Engagement

DPR engaged with the following groups during the AFAP Process.

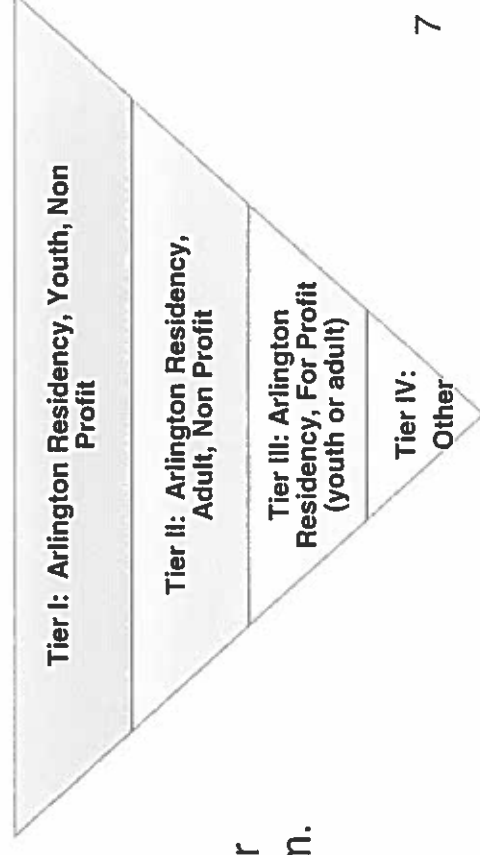
Youth	Adult
• Arlington Girls Softball (AGSA)*	• Arlington Coed Kicks
• Arlington Soccer Association (ASA)*	• Arlington Women's Soccer
• Arlington Little League (ALL)*	• Arlington Bolivian Soccer
• Arlington Cal Ripken Babe Ruth*	• Bolivian Veteran's League
• Arlington Senior Babe Ruth*	• NOVA Coaches League
• Arlington Travel Baseball*	• American Soccer League of Arlington
• Arlington Youth Lacrosse*	
• Youth Ultimate of Arlington*	
• Arlington Tackle Football*	
• American Legion Post 139 Baseball *	

* Will be asked to sign Memorandum of Agreement to become a Tier I organization.

Tiered Priority System

- Tiers were developed through the engagement process, which determined that the highest priority for field allocation is to non profit organizations that serve Arlington youth.
- Discussions considered factors such as residency, age served, tax status, organization size, competitive levels, league options, and organizational membership.
- Tiers I & II will sign a Memorandum Of Agreement with DPR agreeing to abide by all policy components
- Arlington Public Schools receive space for scholastic sports, and other school events prior to space being allocated through the tier system.

- George Washington University and Marymount University receive space at Barcroft Park and Long Bridge Park per current agreements, prior to space being allocated through the tier system.



Field Scheduling Equity

- To achieve an equitable distribution of fields the policy includes a recommended number of weekly activities.

Description	Activities/Week
Youth Recreational Primary Season Over 8 yrs. old	3
Youth Recreational Secondary Season Over 8 yrs. old	2
Youth Recreational Primary & Secondary Season Under 8 yrs. old	2
Youth Competitive	3
Adult	1

Youth Maximum Time	Hours
Under 8 years old Recreational Teams - Practice	1
Over 8 years old Recreational Teams/Competitive Teams - Practice	1.5
Game Times – Vary by Sport/league	1-2.5

- Weekly activities have not been previously defined, and caused inequity between sports organizations and leagues.

Defining Seasons

- Defining seasons further assists in providing scheduling equity amongst partner organizations

- Seasons are defined in the policy as:

Season	Duration
Spring	mid-March – mid-June
Summer	mid-June – mid-August
Fall	September – mid November
Winter	mid-November – mid March

- Seasons have not been previously defined, leading to some scheduling inequity.

- Youth organizations are provided up to a 10-week fall season, and 14-week spring season.

- Adult organizations receive a 12-week season, to be played no more than twice yearly.

- Organizations may request and out-of-season allocation.

- Partner organizations and leagues choosing not to utilize all allocated space, must turn space back in to DPR to maximize efficiency.

Protecting Natural Grass Fields

- DPR schedules fields to achieve no more than 30% turf loss per season on natural grass fields.
- Ensure quality grass conditions for community use.
- In FY 2018, DPR exceeded 700 hours on nearly half of its grass fields.

Field Type	Recommended Hours (play should not exceed)
Diamond	900
Rectangle	800
Combination	700

Developmental Sport Process

- To stay current with trends, DPR included a Developmental Sports Process that provides a method for new sports or leagues to become a partner organization.
- This provides an opportunity for new sports to be recognized as a Tier I or Tier II organization in Arlington.
- The AFAP lists criteria that must be met, prior to be considered as a Tier I or Tier II organization.
- DPR will evaluate each proposal on a case by case basis.

Tournaments

- DPR recognizes that tournaments provide a benefit to Arlington sports participants to compete in regionals, state, or national competition.
- An event is considered a tournament if at least four teams are requesting field allocations, outside of their primary/secondary season.
- All tournaments require a special events permit.
- Tournament allocations are dependent upon available field space, and amenities available including: parking, restrooms, and facility capacity.



Allocation Pilots

- **Fall 2016 – Spring 2018; Youth Leagues:**
 - Fall
 - Primary Season Sports: Soccer, Tackle Football, Flag Football
 - Secondary Season Sports: Baseball, Softball, Ultimate
 - Off Season: Lacrosse
 - Spring
 - Primary Season Sports: Baseball, Softball, Ultimate, Lacrosse
 - Secondary Season Sports: Soccer*
 - Off Season: Tackle Football, Flag Football
- **Formula Based Allocation:** Based on the number of activities/hours the organization as calculated by the estimated number of teams.
- **Scheduled Hours:** Formula accounted for each organizations' game hours and made consistent start/end times across organizations.
- **Schedule Flexibility:** Allocation of field space is an iterative process that requires DPR working with organizations to ensure enough space is available to accommodate various ages, levels, and weather related make-ups.

* Youth Soccer seasons are similar for both fall and spring in structure and the number of participants

Next Steps

- Sports Commission Update
- MOA's Complete
- County Board Consideration - Winter
- On-Going Implementation



Commission Member Reports- October 2018

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Name

Justin Wilt

Member Report Subject

Sports group position paper)

Summary

Went through yet another round of wordsmithing and adjustments to the "now-very-well-cooked" Sports Group Position Paper, yielding a truly final version that can be used to support discussions regarding this the topic of field development. Most of the groups noted in the letter will have signed the paper by the time of this SC meeting.

Name

Steve Severn

Member Report Subject

Indoor Winter Space for Youth Diamond Sports

Summary

On the eve of the ribbon cutting ceremony for the new GWU Baseball Clubhouse at Barcroft #6, a new policy was announced by DPR regarding the allocation of indoor training space to the various Youth Sports organizations.

A meeting was held on Tuesday, Oct. 16 at the DPR offices on Four Mile Run Dr. with representatives of the five Arlington youth diamond sports organizations invited to attend (ABR, ALL, ATB, AGSA & ASBR).

The new policy as presented by DPR was not well received as it essentially banned the organizations from any APS or DPR facilities over the winter months with the only exception being the shared facilities available at the GWU site. A summary of the meeting was sent out by DPR to all organizations the following morning.

Subsequently, on Thursday, Oct 18, DPR sent out a clarification which corrected the fee for the GW Clubhouse and a somewhat softening of the APS ban. Both the original summary (Oct 16) and email (Oct.18) are included below.

A link to the permissive use and maintenance of the GW facility is also included at the bottom.

On Friday Oct. 19, I met individually with both Peter Lusk (Facilities Division Chief) and Ryan Amato (Diamond Sports Programmer). During these meeting I received further clarification on the policy which is summarized here:

The intent of the policy is not to ban use of APS facilities, but rather to ensure that all 270 allocated hours at GW are used before addressing possible use of APS facilities.

The fee for use of the GW Clubhouse is \$20/hr, not \$80/hr

The specific available time slots initially announced are changing per GWU request and will be released this week.

While restroom facilities will not be available inside the GW Clubhouse, DPR will have the restrooms just outside the Clubhouse made available.

The GW Clubhouse will be made available Jan. 1, 2019.

DPR will decide how to best allocate the GW space among the five diamond organizations.

Summary of Meeting:

Arlington County Department of Parks and Recreation

Youth Diamond Sports- Winter Facility Meeting

Tuesday, October 16, 2018

Welcome and Introductions

Historical Winter Use

APS gyms (when available/permitted)

Sundays

Limited availability/ special equipment
Youth diamond programs have grown, DPR youth basketball has grown

Limited space has led to scheduling issues in recent years

Indoor Space Use Winter 2019

Youth diamond indoor activities limited to Barcroft Clubhouse and covered batting cages

No longer permitted in APS facilities

Due to growth/needs of DPR youth and adult basketball
School restrictions

ASBR will be utilizing indoor space beginning in Winter '19
End of Fall '18 season through December 31- use limited to covered cages

Will continue to schedule under current format

DPR will provide availability, organizations will work together to schedule use
No charge for use

Clubhouse

Per MOU with GWU, DPR receives 270 hours of use in clubhouse
These hours will be provided during January and February 2019

Monday – Friday: 6:00 – 9:00pm
Saturdays – Sundays: 2:00 – 10:00pm
January 2 – March 3

Organizations will work together to schedule available time

Grid of use will be provided to DPR

DPR will issue permits

Use of clubhouse and covered cages will be provided together

Barcroft #6 (with exception of mound) also may be used during permitted time (if available)

Priority given to rentals, HS, etc.
Field must be open/playable (no snow, ice, etc.)

Cost \$80.00/hr.

Covers cost of staff monitor, cleaning, etc.
Staff must be on site 30 minutes prior to start of rental and 30 minutes following end of rental

Additional one hour is charged to rental to account for above

Can be divided if different group starts and ends rental time

Payment may be made in two installments

First installment due January 2
Final payment due February 1

Use not permitted without payment
Rules of use for clubhouse- same as covered cages

No use of GW equipment
No storage in clubhouse

May use team meeting room/ synthetic field area (two drop down tunnels)

Restrooms

Must use restrooms at Barcroft Fitness Center or Barcroft Park (fields 1-4)
Bathrooms at Barcroft #6 closed.

Scheduling

Grid provided to organizations by October 31
Due to DPR by November 30
Permits issued by December 14

Follow-up Email from Ryan Amato sent 10/18

Hello All –Thank you for agreeing to visit the new indoor facilities at Barcroft Park Field #6 as a follow up to our meeting earlier in the week.

There is unlimited use of the covered cages now located at Field #6. This use is free-of-charge to all organizations.
Use of the clubhouse will incur a \$20 per hour monitor fee. Apologies for misquoting the fee. GW picks up the tab for all maintenance and custodial costs.
The 270 hour limitation only applies to the clubhouse space, which can be used for pitching, and infield practice, in addition to hitting.

I have scheduled us for a tour of the clubhouse facilities at 6:00pm on Tuesday, October 23. We will meet by the front gate entrance to Barcroft #6.

Once we've visited the new facilities and compared to the existing gymnasiums you have used in the past, we can work together on a plan to schedule the facilities for the upcoming winter season. Looking forward to seeing everyone there.

Thanks!

Ryan Amato
Sports Programmer

GW baseball facility at Barcroft Park

Member Report Subject

DPR Policy on use of motorized vehicles for maintaining diamond fields

Summary

Arlington Department of Parks and Recreation policy currently forbids the use of motorized vehicles by sports organizations for the purpose of maintaining athletic fields. This means that only DPR employees or subcontractors are allowed to mow grass fields and groom infields by any other method than by hand.

This policy not only severely limits the effectiveness of our volunteer labor, but significantly adds to the burden of the under-staffed DPR field crews.

I have proposed to Peter Lusk (Athletic Facilities Division Chief) that we revisit this policy with the express goal of allowing the youth diamond sports organizations to purchase, maintain and operate motorized vehicles to help maintain the diamond fields in Arlington.

Peter fully supports this change and in fact says it has been on his agenda since becoming the Division Chief . He has already started discussions with the County Risk Management office and so the process is moving.

This, in my view and Peter's, is a must change for Arlington. Considering the fiscal challenges faced by the County, the reduction in DPR budget and staff and the continued growth in youth sports in Arlington, we must find new ways to utilize the resources available. Now all we need is to establish the "ground rules" and obtain the necessary approvals.

Peter has suggested that he would like to present his plan to the Sports Commission in the very near future to elicit our approval and support.

Stay Tuned!