



City of Palo Alto Field Use Policy

The City of Palo Alto (the “City”) Field Use Policy (and the procedures adopted hereunder) has been established to ensure that City-owned, -maintained and –managed park and athletic field facilities, including the fields owned by the Palo Alto Unified School District (the “District”) are utilized for recreational, athletic, cultural, educational, social and community service functions that meet the needs and interests of the community, and that permitted users are fully informed as to the City’s guidelines that govern their use of the park and athletic field facilities.

Purpose:

- To strive to provide all Palo Alto residents with an opportunity to participate in their activity of choice.
- To establish policies and procedures governing the use of City parks and fields and District playing fields managed by the City of Palo Alto.
- To ensure Palo Alto residents have priority access to parks and playing fields.
- To provide for a variety of activities reflecting the athletic preferences of Palo Alto residents.
- To contribute a proportionate amount of field use time to regional organizations that Palo Alto residents participate in.
- To collect fees for the use of fields, in support of their ongoing maintenance.
- To ensure that decisions regarding the use of City parks and athletic complexes and District sites are used in the best interests of the neighborhoods, sports organizations and residents of Palo Alto.
- To ensure that appropriate sports are permitted on appropriate fields.

Field use permits are required for exclusive field use or for any on-going seasonal, organized use of athletic fields maintained or managed by the City. In accordance with Palo Alto Municipal Code Section, the Recreation and Golf Services Division issues field use permits. The exclusive use of a field or an athletic field requires the making of an advance reservation and is subject to fee and security deposit requirements.

For a list of available Facilities, see Appendix A.

For a list of park amenities, see Appendix B.

For a list of different Facility Types, see Appendix C.

I. Field Use Permitting:

Field space usage requests are considered at three different time periods per fiscal year. Field space usage is awarded on a priority basis at the beginning of each of the fall, winter/spring and summer periods. After the original requests are processed on a priority basis, the fields are available for use to other non-priority requests. To apply for an Athletic Field Use Permit, an applicant must submit a field request form to the Field Coordinator/Supervisor. Field request forms can be found online at www.cityofpaloalto.org, at the Lucie Stern Community Center, or by requesting a form from the Field Coordinator/Supervisor, who may be contacted at 650-463-4928.

A field use reservation can be made not less than ten (10) calendar days prior to the desired date(s) of use. The three seasonal brokering periods are, as follows:

- **Fall** ~ The first day of school (late August) through December 31.
- **Winter/Spring** ~ January 1 through the last day of school (mid-June).
- **Summer** ~ mid-June through late August.

II. Field Request Form Deadlines:

- For Fall seasonal use dates, request forms must be submitted by May 1.
- For Winter/Spring seasonal use dates, request forms must be submitted by November 1.
- For Summer seasonal use dates, request forms must be submitted by March 1.

III. Seasonal Use Priority:

- Palo Alto resident youth non-profit soccer and football organizations have field use priority on soccer/baseball/football joint use fields during the Fall use period.
- Palo Alto resident youth non-profit baseball and softball organizations have field priority on the baseball-softball/soccer joint use fields during the Spring use period.

IV. Exceptions to Seasonal Priority:

- District programs have annual priority on District fields only.
- Palo Alto Recreation-administered programs have annual use priority on all fields.

V. Eligibility:

The following are the field use priority guidelines for awarding field use at the start of each seasonal brokering period (in order of priority):

1. City and District activities and programs;
2. Palo Alto resident, youth, non-selective membership, non-profit organizations or leagues (at least 75% residents);
3. Palo Alto resident, youth, non-profit organizations or leagues (at least 51% residents)
4. Palo Alto resident, adult, non-selective membership, non-profit organizations or leagues (at least 51% residents);
5. Palo Alto resident, adult, non-profit organizations or leagues (at least 51% residents);
6. Non-resident, non-profit organizations;
7. For-profit youth sports events;
8. For-profit adult sports events; and
9. Organizations that have previously violated the terms of the field use policy.

To qualify for non-profit rates, organizations must provide a copy of their letter of non-profit status from the California Secretary of State's Office with their non-profit ID number indicated thereon, Payment with an organization's check or charge card is required.

An adult group is any group whose membership is limited to persons 18 years of age and older.

Non-selective membership allows all applicants to participant regardless of ability.

VI. Field Allocations: Fields will be permitted for the activities that the field(s) are intended for, designed for, classified as, or for activities conducted in a manner that does not compromise public safety or field quality and integrity.

- Youth soccer organizations or leagues that qualify for categories referred to in V.2 and V.3 above will be allocated fields as follows:
 1. Two (2) practice slots* per team per week
 2. One (1) game slot* per team every other week
- At the Stanford/Palo Alto Playing Fields, the 7:00-10:00 pm weekday slots will be reserved for adult league play on Mondays, Wednesdays and Fridays. In addition, the 8:30-10:00 pm slot will be reserved for adult league play on Tuesdays and Thursdays.
- Sunday mornings from 8:00 am to 1:15 pm, [at some] Type "A", Type "B" and Type "C" facilities will be reserved for adult league play. See Appendix C for Facility Types.

*Slots will vary in length by facility type and season.

VII. Residency:

A resident is a person residing within the city limits of the City of Palo Alto. Any person owning and paying taxes on real property in Palo Alto, but who is not living in the City, and any person having only a Palo Alto business address, are NOT considered a resident for field use application purposes. Children attending District schools are considered residents for enrollment purposes. The City will require identification or documentation of residency to be considered for priority brokering. In the event proof of residency cannot be established, the person will be charged the non-resident rates or will be limited by restrictions applicable only to non-residents.

VIII. Residency Verification:

Palo Alto Recreation requires a master league roster complete with players' first and last names alphabetized, address, phone number, City of Palo Alto Utility account numbers and property owner's name(s). Renters may submit an alternative utility bill, such as a cell phone bill, addressed to the residence or a copy of their driver's license with a Palo Alto address.

Any group or organization found to be misrepresenting its residency status will have its permit revoked for the season and will be assigned the last (or lowest) priority for field use scheduling for the immediately following season. In addition, any group or organization found to be reserving field use for any time period time for another organization (that would otherwise have a lower priority for field scheduling) will be penalized by the revocation of its permit for the season for which the permit is issued and that group or organization will be assigned the last (or lowest) priority for field use scheduling for the immediately following season.

IX. Fees (As of July 2008)

All fees are due and payable **prior** to the issuance of any approved field use permit. The fees and charges for any field use permit are established by the City Council in the Municipal Fee Schedule and are not negotiable; only the Council has the authority to waive fees and charges by amendment to the Municipal Fee Schedule. The following is a summary of the fees and charges; in the event of a conflict between the fees set forth below and the fees and charges established by the Municipal Fee Schedule, the fees and charges established in the then current Municipal Fee Schedule shall apply. Actual fees for each season will be referenced on the field request form.

1. Palo Alto based youth non-profit organizations who qualify for eligibility priority V.2 and V.3 above will be charged between \$1.00 - \$20.00 per hour, per field, depending on the type of field
2. Grass field fees are, as follows:
 - Resident fee: \$7.50-\$75.00 per hour;
 - Resident non-profit fee: \$7.50-\$75.00 per hour; and
 - Non-resident fee: \$10.00-\$150.00 per hour.
3. Synthetic turf fields fees are, as follows:
 - Palo Alto based youth sports groups - \$25-\$50/hour/full field;
 - Resident, non-profit fee - \$30-\$60/hour/full field;
 - Resident fee - \$45-\$90/hour/full field; and
 - Non-resident fee- \$80-\$130/hour/full field,
4. Lights: Lights usage is charged at the rate of \$20 per use at softball and baseball fields where there are lights.
5. The concession stand at the Stanford Palo Alto Playing Fields can be rented for \$25/day.

X. Deposits

1. A refundable deposit of one hundred dollars (\$100.00) is required for *all* single athletic field use reservations. Long term renters are required to provide a \$750 refundable security deposit.
2. The City reserves the right to deduct from the security deposit all additional charges relating to, but not limited to, janitorial services, maintenance/repair services, staff time, or emergency services that are required as a result of the field use.
3. A security deposit may be fully or partially refunded for any of the following reasons:
 - a. Damage to facility;

- b. Misuse of the facility;
 - c. Inadequate cleanup by the permit holder, requiring additional custodial/staff time following the permit holder's use;
 - d. Violation of field use rules
4. If the additional fees due and payable exceed the amount of the security deposit, the permit holder will be billed for the balance due. Payment will be due and payable within thirty (30) days of the date of invoice. Fees that are not paid will be assigned for collection to a collections agency and the user group will be ineligible to apply for field use until the unpaid amount is settled in full.

XI. Insurance Liability

A valid insurance certificate is required for use of any City or District field. The insurance certificate must afford one million dollars (\$1,000,000.00) of general liability coverage per occurrence and contain the following information:

- *General liability coverage (property and bodily injury) as evidenced by an insurance certificate with an endorsement naming the City of Palo Alto (CPA) AND the Palo Alto Unified School District (PAUSD) as ADDITIONAL INSURED, and guaranteeing 30 days prior notice to change or cancellation of the policy.*

Use of fields will not be permitted unless a valid insurance certificate has been received by not later than two (2) business days prior to the schedule date of use of the field or other facility.

1. The permit holder shall be responsible for any and all damage to the City's or the District's premises, turf, equipment and/or property. If additional maintenance is deemed required (in excess of normal services/time) to restore the premises, turf, equipment and/or property to reasonable use by others, the permit holder shall be charged accordingly.
2. The City and the District disclaims responsibility for any accident, injury, liability, loss or damage to person or property as a result of unauthorized field use.
3. The permit holder will be responsible for all actions and omissions that result in damages that are caused by their attendees.

XII. Tennis Court Usage

1. Tennis courts are available for reservation for Palo Alto Tennis Club and USTA **tournament use only**.
2. The City brokers all City and District tennis courts.
3. Only 50% of the available courts at any location can be reserved at the same time and date. All other courts will remain open to the general public.
4. Tennis courts are not available for reservation by individuals for private use, including private lessons, picnics and individual play. No person shall provide or offer tennis lessons for compensation on City-owned tennis courts except as part of and approved as a City-sponsored program.
5. Tennis courts are available for individual use on a **first-come, first-served basis**. Each court use is subject to a one-hour time limit whenever there are others waiting to use the court.
6. Tennis courts are for tennis play only. No rollerblades, skates, skateboards, or pets are permitted on any tennis court.
7. No individual may solely occupy and use a court if other individuals are waiting to play on that court.
8. No person shall play a sport other than tennis on City-owned tennis courts unless expressly allowed via permit issued by the City Recreation and Golf Division.
9. All steel racquets must have guards.
10. Only tennis shoes and non-marking soled shoes are allowed on the tennis courts.

A: Locations: Tennis courts are available at the following locations:

- Cubberley Community Center (6)
- Mitchell Park (7)

- Rinconada Park (9)
- Hoover Park (2)
- Peers Park (2)
- Terman Park (2)
- Weisshaar Park (2)
- Gunn High School (7)
- Palo Alto High School (7)
- JLS Middle School (6)
- Jordan Middle School (6)

B: Tennis Court Fees:

- Residents: \$5.00-\$10.00 per court per hour
- Non-residents: \$7.00- \$20.00 per court per hour

XIII. Permit Rules & Regulations

1. Permits cannot be transferred or assigned to any other person, group or organization for any reason.
2. Users must pick up and remove any trash generated by their activity.
3. The misuse of City or District facilities or the failure to conform to facility regulations, established policies (including the Wet Field Policy) and procedures or any other Federal, State, or local law, rule regulation or ordinance shall be sufficient grounds for the immediate revocation of the permit and/or the denial of any future applications. No refund will be granted.
4. Permit holders shall restrict their use to only those fields or courts specifically reserved and paid for, as designated in their permit. Other fields or courts may be scheduled by other groups and may not be available. Permit holders must be in possession of their Field Use Permit in case there is a need to address the question of who has priority use or reservation for the field or court in question. If the permit holder cannot use a field or court due to unauthorized use by another party, the permit holder should contact the Palo Alto Police Department at 650-329-2413.
5. Complaints from surrounding neighborhood residents as to the permittee’s activity noise level, litter and debris, and/or disregard of parking regulations could lead to the cancellation of the permit or reservation, the forfeiture of the security deposit, and the denial of facility use in the future. See **Good Neighbor Policy**

XIV. General Rules & Regulations

All City of Palo Alto Municipal Codes/Regulations apply to all City and PAUSD fields.

1. No activity other than softball is permitted at the El Camino Park and Baylands Athletic Center softball fields, unless such activity is expressly allowed by permit. No activity other than baseball is permitted at Baylands Athletic Center Baseball Field, unless such activity is expressly allowed by permit.
2. The City reserves the right to cancel an approved reservation due to maintenance needs, overuse of facility, unsafe conditions, or due to a conflict with a City or District event. In these cases, all attempts will be made to provide a minimum of 15 days advance notice and to provide an alternate location for the group’s scheduled practice, game or activity. In the event of an emergency, when only short or no notice can be provided, groups must cooperate with the request to not use the facility or risk loss of current permit and denial of future use. If there are no alternate facilities available, the City is not obligated to provide an alternate facility. In case of such event, a full refund will be given.
3. No person shall use an athletic field which is posted as being closed, whether the closure is for excess rainfall or for field maintenance or other reason.
4. All motor vehicles must park in marked stalls in the parking lots or legally on side streets, or be subject to citation. No unauthorized vehicles shall enter park premises, drive on turf, grounds, playfields, or paved walkways.

5. All dogs must be on a leash and owners must clean up after their dogs.
6. For facility hours of operations, **see Appendix C.**
7. No portable BBQ's are permitted at any time in any facility.
8. No golf is permitted at any park or sports complex, with the exception of the Palo Alto Municipal Golf Course.
9. Baylands Athletic Center is closed on Mondays for maintenance.
10. No alcohol or tobacco products are allowed on any District property at any time.
11. Athletic fields may be lined prior to a group use. Water soluble spray paint is the only permitted means of lining a field. No fields are permitted to be lined by means of Round Up, Dolomite or other herbicide, which can permanently burn lines into the field. Different color lines should be used for different sports. Soccer shall use white, rugby shall use blue and lacrosse shall use yellow.
12. Vending at a field is permitted only if the vendor is associated with the activity and has received the prior approval of the City's representative.
13. Gambling is prohibited at all City and District property.
14. Soccer goals must be anchored at all times when they are located on the playing fields. When goals are not being utilized for play, they must be secured off the playing fields in a manner which will not permit tipping or create any hazardous condition that could cause injury to any person. The City of Palo Alto and District are not liable for accidents, injuries or loss of or damage to individuals or property. Should any goal left on site be found not secured and locked up properly, the permittee will be subject to a fine of \$250.00. A subsequent violation will result in revocation of the current field user's permit.
15. The City of Palo Alto encourages partnerships and volunteerism to improve field quality and maintenance; however, in the absence of a written agreement, donations and/or contributions of time does not give any organization priority at any facility. Groups wishing to make alterations to facilities must submit these improvement requests in advance to the City. No groups will be allowed to make any alteration to any facility without first obtaining the City's approval.

XV. Cancellations

For groups other than Palo Alto based youth non-profits, cancellations must be made, in writing, and submitted to and received by the Fields Coordinator at least seven (7) business days in advance of the scheduled use date in order to be entitled to receive a refund. If it rains on the date of reservation, a full refund will be available. For Palo Alto based youth non-profits, any field allocations that will not be used must be released no later than the second week of the start of the permit. No refunds will be given to fields released after that time.

XVI. Wet Field Policy

Athletic use of wet or saturated fields may cause extensive damage resulting in field closure and costly renovations. Groups shall abide by the **Wet Field Policy** and preserve the life and condition of the fields by not playing on them in wet conditions. The following policy applies to a period of rainfall, over-watered fields and/or irrigation breaks. The "rainout" condition hotline is **650-329-2697**.

- All grass fields are deemed closed to use at any time during a rainfall. Play will be allowed during a light mist if the ground is hard and relatively dry at the time field use is considered.
- In the event of rainfall (any precipitation that is greater than a light drizzle on a dry field), the fields will be deemed closed after the cessation of precipitation.

A failure to abide by this policy may result in the revocation of the permit and/or the assignment of last (or lower) priority status for field use scheduling for the following season. Individuals who violate this provision may also be subject to a \$100 fine in accordance with the Palo Alto Municipal Code.

XVII. Turf Preservation:

Your cooperation is needed to preserve the turf on City and District fields by following these guidelines:

1. Limit the use of cleats. Cleats longer than one-quarter inch (1/4") are prohibited for use on any synthetic turf playing fields.
2. Field use, especially sports practices, should be conducted in a manner that play will take place on **different sections of the turf**, thus reducing excessive turf wear and damage to any one area. Rotate

- use of areas (i.e.: use middle of turf area for drills one day and sides of the field the following day), and when possible, stay off of the fringe or bare areas to limit erosion and further damage.
3. Replace turf divots at the end of each day to help re-root the grass.
 4. Do NOT use the fields during or after heavy rain, or when wet or muddy, for at least 48 hours etc..
 5. Soccer practices shall NOT be held on the infield area of a softball or baseball diamond.
 6. Softball, baseball, and T-ball practices shall be held only on designated ball fields in order to prevent injuries to other park users.
 7. Remove all equipment at the conclusion of use each day. This includes soccer goals. No equipment shall be allowed to be left unattended on City or District property without the prior approval of the Fields Coordinator.
 8. Do not overcrowd fields by scheduling multiple games in areas reserved. Allow a safe distance between fields for safe passage of spectators and participants.
 9. Paint is the only approved method of applying lines to the fields. Burning of lines with chemicals or cutting lines into turf areas is not allowed.
 10. Report hazards on City property to the Parks Division office at 650-496-6962.
 11. Report emergencies (e.g., broken water lines, gushing sprinkler heads, etc.) promptly to Palo Alto Communications at 650-329-2413 who will summons the appropriate personnel. When you make the call, be prepared to fully identify yourself, your location, and the specific nature of the emergency.
 12. Do not drive or park cars, motorcycles, or other motorized vehicles on turf areas.
 13. Bicycles are prohibited on all synthetic turf fields.
 14. No food or beverages, with the exception of water, will be permitted on any synthetic turf field.

XVIII. Good Neighbor Policy

The purpose of this policy is to ensure that decisions regarding the use of City fields, parks and athletics complexes and District sites are used in the best interests of the neighborhoods, sports organizations, and citizens of Palo Alto. The City has established the following rules and regulations to govern the use of the City's and the District's facilities for the safe and pleasant enjoyment of participants and neighbors. Every person is expected to abide by these rules or be subject to forfeiture of the security deposit and/or loss of the privilege of future use of the facilities.

1. All litter and debris that may occur as a result of your event must be picked up and deposited into trash receptacles, where provided, or removed from the premises.
2. All groups are responsible for the condition in which they leave the facility. Any excessive clean-up required by City or District crews following your use will be cause for forfeiture of all or part of your damage deposit.
3. No amplified music, use of musical instruments, radios, or Public Address System testing or use allowed before 9:00 a.m. or after 8:00 p.m. and is allowed by permit only. In all parks, care shall be taken so that speakers are not directed at residences.
4. Complaints from surrounding neighborhood residents as to noise level, litter and debris, and disregard for use of parking regulations could result in cancellation of your reservation, forfeiture of security deposit, and denial of future facility use.
5. No person shall park a motor vehicle in such a place or manner as would block or obstruct any gate, entrance, or exit or resident driveway.

FACILITIES

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- 1 D-1 Baylands Nature Interpretive Center**
2775 Embarcadero Road
329.2506
Tu, Wed 10am-5pm
Th, Fri 2-5pm; Sat, Sun 1-5pm
- 2 C-1 Children's Theatre
1305 Middlefield Road
463.4930 general office
463.4970 box office
- 3 C-1 Community Theatre
1305 Middlefield Road
463.4944 Supervisor
463.4940 Music and Dance
329.0891 Palo Alto Players tickets
903.6000 TheatreWorks tickets
424.9999 West Bay Opera tickets
- 4 E-2 Cubberley Community Center*
4000 Middlefield Road, T2
329.2418
Mon-Thurs 8:30am-6pm
*Registration accepted M-Th 8:30am-5pm
Fri 8:30am-5pm
*Registration accepted Fri 8:30am-4:30pm
- 5 C-1 Art Center*
1313 Newell Road
329.2366
Tue to Sat 10am-5pm
Th 7-9pm; Su 1-5pm
- 6 D-1 Golf Course
1875 Embarcadero Road
856.0881 Pro Shop, Clubhouse and rentals
856.6133 Restaurant
- 7 C-1 Junior Museum & Zoo
1451 Middlefield Road
329.2111
Tue through Sat 10am-5pm
Sun 1-4pm, Closed Mon
- 8 C-1 Lucie Stern Community Center*
1305 Middlefield Road
463.4900 (picnic reservations, class information)
Mon-Fri 8:30am-5:30
- 9 D-2 Mitchell Park Community Center*
3800 Middlefield Road
329.2487

FACILITIES

LIBRARIES

- 10 B-1 Palo Alto Senior Center at Avenidas
450 Bryant Street
327.2811
Mon-Fri 9am-5pm
- 11 D-1 Skateboard Bowl
Greer Park, 1089 Amarillo Avenue
- 12 B-5 Foothills Park Interpretive Center*
3300 Page Mill Road
329.2423
Open daily 8am-Sunset
- 13 C-1 Main Library
1213 Newell Road
329.2436 general
Mon-Wed 10am-9pm
Th 12-9pm
Fri-Sat 10am-6pm
Sun 1-5pm
- 14 C-1 Children's Library
1276 Harriet Street
Mon-Wed 10am-6pm
Th 12-6pm
Fri-Sat 10am-5pm
Sun 1-5pm
- 15 C-2 College Terrace Library
2300 Wellesley Street
Mon-Wed 11am-6pm
Fri-Sat 11am-6pm
- 16 B-1 Downtown Library
270 Forest Avenue
Tu-Wed 11am-6pm
Fri-Sat 11am-6pm
- 17 D-2 Mitchell Park Library
3700 Middlefield Road
TDD: 856.6839
Mon 11am-9pm
Tu-Wed 10am-9pm
Th 12-6pm
Fri-Sat 10am-6pm
Sun 1-5pm

POOLS

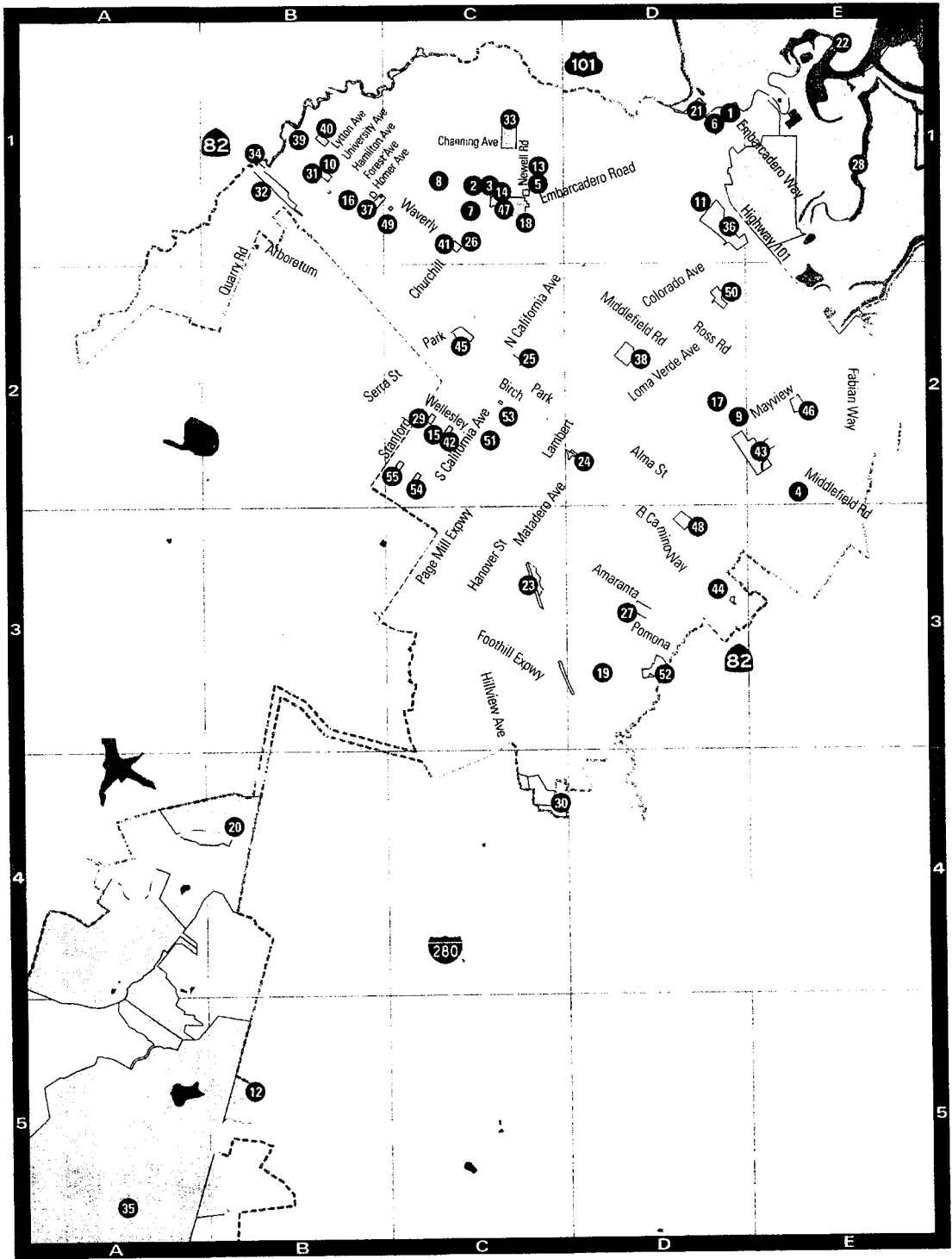
- 18 C-1 Rinconada Pool
777 Embarcadero Road
463.4914 Hotline
329.2351 Pool Office
- 19 D-3 Gunn High School Pool
780 Arastradero Road

Public Transportation:
For information on how to reach our facilities via public transportation, please go to the City's website at www.cityofpaloalto.org/transportation

PARKS

- 20 B-4 Arastradero Preserve
- 21 D-1 Baylands Athletic Center
- 22 E-1 Baylands Preserve
- 23 C-3 Bol Park
- 24 D-2 Boulware Park
- 25 C-2 Bowden Park
- 26 C-1 Bowling Green Park
- 27 D-3 Briones Park
- 28 D-1 Byxbee Hills Park
- 29 C-2 Cameron Park
- 30 C-4 Clark Park
- 31 B-1 Cogswell Plaza
- 32 B-1 El Camino Park
- 33 C-1 Eleanor Pardee Park
- 34 B-1 El Palo Alto Park
- 35 A-5 Foothills Park*
- 36 D-1 Greer Park
- 37 B-1 Heritage Park
- 38 D-2 Hoover Park
- 39 B-1 Hopkins Creekside Park
- 40 B-1 Johnson Park
- 41 C-1 Kellogg Park
- 42 C-2 Mayfield Park
- 43 E-2 Mitchell Park**
- 44 D-3 Monroe Park
- 45 C-2 Peers Park
- 46 E-2 Ramos Park
- 47 C-1 Rinconada Park**
- 48 D-3 Robles Park
- 49 C-1 Scott Park
- 50 D-2 Seale Park
- 51 C-2 Stanford-Palo Alto Playing Fields
- 52 D-3 Terman Park
- 53 D-2 Wallis Park
- 54 C-2 Weissnar Park
- 55 C-2 Werry Park

*Palo Alto residency required for use
**Please call for picnic table reservations



APPENDIX B- FIELD AMENITIES

<u>Site</u>	<u>Fields</u>			<u>Equipment</u>		<u>Amenities</u>		
	<u>Softball</u>	<u>BB</u>	<u>Soccer</u>	<u>Bases</u>	<u>Goals</u>	<u>Lights</u>	<u>Restrooms</u>	<u>BBO</u>
Baylands	1	1	No	Yes	No	Yes	Yes	No
Bol	No	No	Youth	No	No	No	No	No
Boulware	No	No	Youth	No	No	No	No	No
Cameron	No	No	Youth	No	No	No	No	No
Cubberley	4	No	4	No	Yes	No	Yes	No
El Camino	1	No	1	Yes	Yes	Yes	Yes	No
Eleanor Pardee	No	No	Youth	No	No	No	No	Yes
Greer	3	1 Jr.	5	Yes	Yes	No	Yes	Yes
Hoover	No	1	Youth	Yes	No	No	Yes	Yes
Johnson	No	No	Youth	No	No	No	No	No
Juana Briones	No	No	Youth	No	No	No	No	Yes
Mitchell	No	No	Youth	No	No	No	Yes	Yes
Peers	No	No	Youth	No	No	No	Yes	No
Ramos	No	No	Youth	No	No	No	No	Yes
Rinconada	No	No	Youth	No	No	No	Yes	Yes
Robles	No	No	Youth	No	No	No	No	Yes
Seale	No	No	Youth	No	No	No	No	Yes
Stanford-PA	No	No	2	No	Yes	Yes	Yes	No
Ventura	No	No	Youth	No	No	No	No	No
Weissnar	No	No	Youth	No	No	No	No	No
Werry	No	No	Youth	No	No	No	No	No

Schools								
Addison	No	No	Youth	No	No	No	No	No
Barron	No	No	Youth	No	No	No	No	No
Duveneck	No	No	Youth	No	No	No	No	No
El Carmelo	No	No	Youth	No	No	No	No	No
Escondido	No	No	Youth	No	No	No	No	No
Fairmeadow	No	No	Youth	No	No	No	No	No
Greendell	No	No	Youth	No	No	No	No	No
Gunn	1	1	2	No	No	No	No	No
Hoover	No	No	Youth	No	No	No	No	No
JLS	1	1	4	No	Yes	No	No	No
Jordan	No	1	3	No	Yes	No	No	No
Juana Briones	No	No	Youth	No	No	No	No	No
Lucille Nixon	No	No	Youth	No	No	No	No	No
Ohlone	No	No	Youth	No	No	No	No	No
Palo Verde	No	No	Youth	No	No	No	No	No
PALY	1	1	2	No	No	No	No	No
Terman	1	No	2	No	Yes	No	No	No
Walter Hays	No	No	Youth	No	No	No	No	No

Field Use Matrix

APPENDIX C

Facility Type	Attributes:	Type of turf	Quality of turf	Lights	Restrooms	Parking	Abuts to neighbors?	Transit	Snack Shack	Designed for:	Play Hours ¹	Hours of Use
"A" facility		Synthetic	Excellent	Yes	Yes	On-site	No	On route	Yes	Competition	Unlimited	8 AM – 11PM Mon-Sun
Examples:	Stanford/Palo Alto Playing Fields ² , Baylands Athletic Center (baseball/softball) ³											
"B" facility		Drained Turf	Very good	Maybe	Yes	On-site	No	On-route	No	Competition/league	40 hrs/week	8 AM – 10PM Mon-Sun
Examples:	El Camino Park (softball) ⁴ , Greer Park ⁵ , Cubberley Community Center ⁶ , Hoover Park (softball) ⁷ , Palo Alto High, Gunn High School											
"C" facility		Turf on sand	Good	No	Yes	Some	Not directly	near-by	No		40 hrs/week	8 AM – 8 PM Mon-Sun
Examples:	JLS Middle (4 soccer fields + 1 baseball) ⁸ , Hoover Park (soccer) ⁴ , Terman Middle (2 soccer fields + 1 softball), Mitchell Park ⁹ , Eleanor Pardee Park ¹⁰											
"D" facility		Turf on loam	Fair	No	No	Limited	Yes	not always	No	AYSO	35 hrs/week	3:30 PM – dusk Mon-Sun
Examples:	Elementary schools ¹¹ , Ventura, Greendell, Ramos, Peers ¹² , Seale ¹³ , Briones, Robles ¹⁴ , Rinconada ¹⁵ , El Camino Park (Soccer) ¹⁶											
"E" facility		Turf (poor drainage)		No	No	On street	Yes	Maybe	No		28 hrs/week	3:30–dusk Mon-Fri; 9-6 Sat
Examples:	Addison Elementary ¹⁷ , Jordan Middle (3 soccer fields + 1 baseball) ¹⁸											

Fields Used For Neighborhood Events Only: Bol, Cameron, Boulware, Wery, Weisshaar, Lawn Bowling exterior lawn

No Scheduled Field Use: Scott, Mayfield, Monroe, Hopkins Creekside, Lytton, Cogswell, El Palo Alto, Johnson, Heritage, Kellogg, Bowden
The above matrix is a guideline and may be altered as special circumstances arise.

¹ Hours of play includes the hours that each field may be used for school activities or other activities with large groups of people.

² Synthetic turf may have "unlimited" use, but excessive use may cause early deterioration of the surface if not restricted.

³ Baylands Athletic Center has transit shuttle service only on weekends. Baylands does not have synthetic turf; fields are in excellent condition. On-site parking is poor because of ponding.

⁴ El Camino Park soccer fields have sand channel drainage, but not the softball field. Of the "B" facilities, only El Camino is permitted until 10 pm.

⁵ Greer has no field lights and no snack shack. Hours of play may end before 10 PM. All fields are sand-based and drain very well.

⁶ Cubberley has no field lights. Cubberley does not have drained fields. Restrooms and snack shack planned for the future. Current inventory includes four soccer, four softball fields and a track.

⁷ Hoover Park has no field lights. Hours of play may end before 10 PM. Hoover Park does not have a regular field renovation program so weekly hours of play are limited to 30 hours.

⁸ JLS is poorly drained turf on clay soil. Could be considered a "D" facility

⁹ Mitchell field is poorly drained turf on clay soil. Mitchell Park fields can not be "lined" for games on weekends. Frequently used for Recreation's "Kids Love Soccer" program.

¹⁰ Restroom at Eleanor Pardee planned for the near future.

¹¹ Many Elementary schools are used in Fall/Spring on weekends for soccer/little league games.

¹² Peers Park has a restroom.

¹³ Restrooms planned for Seale in 2009.

¹⁴ Robles includes one junior baseball field, not recommended for soccer.

¹⁵ Hours of play may be limited at Rinconada Park because of noise.

¹⁶ El Camino soccer field (with fixed goals) wears down the middle of the field, even in spite of annual renovation. On-site parking and restroom. Hours at this field are 8 AM – dusk Mon-Sun.

¹⁷ Addison's field drainage is very poor. A new irrigation system slated for 2009 may improve field conditions.

¹⁸ Although Jordan Middle School would normally rank as a "B" or "C" facility in terms of playability, noise impacts on adjacent neighbors make this facility an "E" rated facility.