



Athletic Field/Facility Use and Allocation Policy

8/19/2025

Background/History

- In 2004 the Athletic Field/Facility Use and Allocation Policy was developed by the Recreation and Parks Department in collaboration with representatives from various El Segundo Youth Sports Organizations.
- Between 2004 and 2024, the policy was revised 9 times.
- In 2024, following changes to the JUA, a subcommittee was formed to review and update the policy comprised of Recreation Staff and 2 Commission Members.
- The revised policy was presented June 2024 (Commission) & October 2024 (Council).
- Council directed staff to revise the policy further.
- January 2025 - May 2025 a new working group was formed.
- May 2025 Recreation and Parks Commission Approved current revisions.
- June 2025 Recreation Staff presented revisions to the Youth Sports Advisory Committee

Goals of 2025 Working Group

- Clarity for all new and existing user groups to understand how the allocation policy functions
- Clean up formatting and language throughout the policy
- Create clear guidelines and processes for decision making
- Cement a philosophy making a clear and focused prioritization for youth “everybody plays” organizations

Formatting and Language Updates

- Cleaned up Athletic Field/Facility Use and Allocation Policy Document
 - Added a linkable Table of Contents
 - Group title consistency: Youth Sports Advisory Committee
 - Formatting
 - Simplified the document by removing repetitive sections and moving some sections to the webpage
 - Updated Request for Use and Acknowledgement of Rules and Regulation forms

Decision Making

- Introduction (Page 3)
 - Recreation, Parks and Library Department staff will utilize this policy when allocating fields and courts. Staff will make the final decision on field allocation based on this policy and fairness to all affected groups.
 - The Recreation and Parks Commission will retain the right to make exceptions or other determinations of how fields are allocated, and permits are issued in collaboration with City staff when exceptions are being requested.
- Process for Obtaining Permits (Page 9)
 - Any request for change in a sport's "primary season", must be approved by the Recreation and Parks Commission.

Decision Making Cont.

- Special Request or Exceptions (Page 12)
 - Any organization making a “Special Request” of the Recreation and Parks Commission to deviate from the current Athletic Field/Facility Use & Allocation Policy must submit a written request with the Recreation, Parks, and Library staff to be reviewed and considered for placement on a future recreation and Parks Commission agenda.
 - The requesting organization must send a representative from its current Board to the Recreation and Parks Commission Meeting to answer questions and provide information related to their request.
- Athletic Field Lining/Marking and Modifications (Page 16)
 - Requests to modify or improve any City facility shall be submitted for review to the Recreation, Parks and Library Department for consideration, and to the Recreation and Parks Commission for approval.

Resident Prioritization

- Priority Group Qualifications (Page 5)
 - Organization in group 3 will have field space allocated based on “primary season” designation, number of residents on rosters and good faith.
- Youth Sports Advisory Committee (Page 6)
 - Updated Youth Sports Advisory Committee Member Organizations
 - Moved member listings to webpage
 - Removed text listing the Youth Sports Advisory Committee as voting members
 - Residency status will be monitored through league and/or team rosters
 - Updated Youth Sports Advisory Committee New Member Requirements
 - Added that organizations must follow the “Everybody Plays Philosophy”
 - Submitted league rosters must contain at least 75% El Segundo Residents
 - All new organizations that are added to the Youth Sports Advisory Committee are subject to a one-year probation.

Resident Prioritization Cont.

- Good Faith Rule (Page 7)
 - All Youth Sports Advisory Committee members will work together in “good faith” to accommodate as many El Segundo based youth sports organizations as possible on City controlled fields. All Youth Sports Advisory Committee members will use “good faith” to ensure that they use their allocated resources efficiently, responsibly, and with good ethics to share space for all sporting opportunities in El Segundo.
- Per Player Fee (Page 7)
 - The per player fee applies to all players and teams that practice or play on City of El Segundo, Richmond Street School, Center Street School or Raytheon (RTX) fields during each registered season. (Effective January 2026)
 - A minimum of 51% of in-season games must consist of El Segundo based teams.

Questions?

Current Rostered Members

AYSO: 77% (727 Residents/218 Non-Residents)

El Segundo Babe Ruth: 50% (55 Residents/55 Non-Residents)

El Segundo Girls Softball: 71% (153 Residents/61 Non-Residents)

El Segundo Inline Hockey: 54% (36 Residents/31 Non-Residents)

**Second to None Youth Sports DBA Eagles of El Segundo Youth Football
and Cheer DBA Eagles of El Segundo Youth Lacrosse:**

48% (53 Residents/57 Non-Residents)

El Segundo Little League: 86% (384 Residents/65 Non-Residents)

United States Youth Volleyball League: 77% (43 Residents/13 Non-Residents)

Current Non-Profit Qualification

All new members must be registered as a not-for-profit with the state of California:

Non-Profit Status

To qualify as a Non-Profit user, the organization must meet all the criteria below. The organization must be registered as a not-for-profit corporation with the State of California, or if not registered with the State, must have a constitution, bylaws or mission statement which clearly states the objectives of the organization are of a non-profit, non-commercial nature.

The organization must be comprised of volunteers, (75%) of which must be El Segundo residents. The organization must submit the following:

1. If incorporated, submit State Incorporation papers and bylaws; if not incorporated, submit constitution and bylaws or mission statement
2. Current financial statement
3. Roster of Officers
4. List of persons authorized to make reservations for your organization

Per Player Fee History

Previous Fiscal Years: Per Player Fee
\$10 Residents/\$30 Non- Resident

Fiscal Year 22/23: Per Player Fee Increased
\$15 Residents /\$40 Non-Residents

Fiscal Year 24/25: Per Player Fee charged for players utilizing
Center Street School Field

Proposed Fiscal Year 25/26 Change: Per Player Fee charged per
season vs. Primary Season Only