

College Park High School

Sports Field Lighting

Athletic Field Recommendations

District staff met several times with all interested parties to discuss potential use related to a planned installation of Athletic Facility Improvements at College Park High School. Additionally, DVC staff indicated no other users are anticipated to utilize the DVC field and we discussed continued collaboration with College Park staff to prevent scheduling conflicts. Per community meetings on September 12, 2012, January 17, 2014 and April 17, 2014, staff gathered information provides the following recommendation(s) for Board consideration:

1. Communications Plan:
 - a. In order to maintain open lines of communication, establish ad-hoc group, of which includes site staff, parents/boosters and community members, to maintain the lines of communication and proactively discuss ongoing use of the sports field and any potential issues.
 - i. Group will meet on a quarterly basis by group agreement.
 - ii. As possible, meeting should be scheduled concurrent with established site meeting(s).
 - iii. Each year, following the third football game, group will meet and celebrate successes and discuss potential concerns.
 - iv. Group shall strive to immediately resolve concerns/deficiencies.
 - v. Group shall strive to maintain majority agreement.
 - b. Site shall develop notification process to reestablish and promote closer communication with the community. Basic notification process should include:
 - i. Yearly transmission of athletic schedule.
 1. Emphasis should be on lighted events.
 - ii. Post schedule weekly (length of time to be determined) on electronic marquee and CPHS website.
 - iii. Post all community-use events on electronic marquee and CPHS website.
 - iv. Posting to include a number to contact in the event of questions.
 - v. Where possible (and as requested), transmit site newsletter to community and post on CPHS website.
 - c. Establish point of contact for community members to discuss concerns (site and District level).
 - i. District staff to provide a communications protocol and post on CPHS website.
 - ii. During normal working hours (7:30 AM to 4:00 PM), community shall contact the Vice Principal of Facilities at extension 3204.
 - iii. During weekend or non-business hours, concerned parties should contact District security offices at (925) 825-7440, ext. 3884.
 1. District security shall contact the Vice Principal of Facilities (or assigned alternate).
 - iv. Site shall respond within 48 hours (during business hours).
 - v. Site will maintain a log of calls related to field use.
 1. Log shall be reviewed at ad-hoc meeting.
 - d. Site Committee shall update Superintendent quarterly for first year.
 - i. Superintendent will update the Board of Education related to all substantive changes requested by the ad-hoc committee.
2. Operational Controls:
 - a. District Use Controls:
 - i. Recommendation: Maintain organized event schedule.
 - ii. Recommendation: Staff will turn off sports field lighting within ½ hr. (30 minutes) of completed use.
 1. Shall not go past the time indicated in EIR Table 1 (revised).
 2. If required, assign District qualified personnel to manually shut-off lighting.
 - iii. Promote site-wide paradigm to maintain and protect facilities.
 - iv. Promote community paradigm to ensure upkeep and quality of athletic facilities.

- v. Establish plan to remove litter from field. Some suggestions include:
 1. Areas beneath and in back of the bleachers.
 2. Involve all user groups.
 3. Establish trash ushers during larger events.
 4. Prioritize trash pickup in hard to see areas to ensure areas cleaned immediately after the event. Remaining portions of the field lit by the egress lighting can be cleaned second.
 5. Promote volunteer (supportive parents/student) cleaning teams to assist/assure area is clean after each use.
 6. If unsuccessful, request additional staff to complete (evaluated additional costs).
 7. Where possible, prevent windblown trash/debris from entering the backyards of the neighbors.
 - a. Review with neighbors to implement additional controls.
 8. Site will provide District maintenance staff with event schedule to ensure that facilities are maintained and trash removed after each event.
 - vi. During first year of implementation, assign District (qualified electrician) staff to ensure compliance and turn off lights (as necessary).
 1. Review yearly.
 2. Ensure automatic lighting control systems work properly.
- b. Community User Group Controls:
- i. If necessary, District shall require additional custodial services to ensure trash removal.
 - ii. Use permit shall reserve the right to assign additional staff, when necessary.
 1. Cost to be responsibility of use-permit holder.
 - iii. To verify light programming is operational, require District personnel to be present for the first quarter and “shut-off” lighting, if necessary.
 1. Should ad-hoc committee determine light program is working properly, this requirement shall be relieved as soon as possible.
 - iv. Assign Area Facility Manager to verify compliance with Use permits.
 1. District to assign fees for clean up after an event to user group.
- c. Traffic Controls:
- i. No additional controls.
 1. For District functions, staff shall continue coordination with DVC.
 2. Whenever practical, staff shall endeavor to prevent scheduling simultaneous use of both the DVC and District fields.
3. Monitoring of Noise and Lights:
- a. Program PA system to ensure maximum approved level NOT exceeded.
 - b. Program PA system with presets (depending on use).
 - i. During first year, start with lowest level and establish protocol for each event.
 1. Solicit community input during first year to promote minimal, safe levels.
 2. Review levels annually to promote good neighbor compliance and optimal performance.
 3. Minimize use of non-essential announcements.
 4. Assign District personnel to ensure compliance with requirements.
 5. Should community users request use of PA:
 - a. Utilize the community user settings established in the programming of the PA system, once installed.
 - b. Solicit input and establish methodology to acquire/require/verify compliance and implement potential improvements and/or relief of requirements from interested community members.
 - c. Reinforce prohibition related to use of portable systems.
 - i. Offenders will be prohibited for violation of Use permit requirements.

- d. Staff at District to develop procedures to ensure compliance with Use permit.
- c. Establish policy for “BLEACHER STOMPING CHEER” policy at all events.
- d. Reinforce prohibition related to policy for portable microphones or “horns.”
- e. Site administration shall monitor PA system used to ensure compliance.
- f. As noted in operational controls, lights shall be monitored by site administration to verify compliance.
- g. Work with community to monitor sound levels in adjacent Norse neighborhood during first year of operation. Adjust PA system, as necessary.

4. Field Usage Schedule

In the spirit of collaboration, staff recommends adaption of one of the following options:

a. Option 1:

i. District Usage:

- 1. Ad-hoc group shall review need to limit number of sports field lights required for practice; however, safety should not be lessened.
 - a. Any recommendation for modifications shall be forwarded to Assistant Superintendent, High Schools.

ii. Community User Group Usage Schedule:

- 1. Outside groups limited to use of installed lighting.
 - a. No portable lighting fixtures
- 2. No “lighted” events Saturday or Sunday.
- 3. Outside groups will be limited to use of installed PA.

b. Option 2 (Staff Recommendation):

i. Review of District Usage Schedule:

- 1. Incorporate Staff recommendation 1.
- 2. Unless required for safety of the sport, ALL lighting will be run at approximately 50% of design. Safety should not be lessened.

ii. Community User Group Usage Schedule:

- 1. No “lighted” events on Saturday or Sunday.
- 2. Assembly shall not begin before 9:00 AM.
- 3. Outside users will be limited to use of installed PA.
 - a. PA shall not be used prior to 9:00 AM.
 - b. NO PA on Sunday.
- 4. NO outside PA systems permitted.

c. Option 3:

i. Review of District Usage Schedule:

- 1. Incorporate Staff Recommendation 1
- 2. Unless required for safety of the sport, ALL lighting will be run at approximately 50% of design. Safety should not be lessened.
- 3. NO PA use during league soccer games (District use).
- 4. NO PA use during league lacrosse games (District use).

ii. Community User Group Usage Schedule:

- 1. Reduce outside user “lighted” events by 1/2.
- 2. Assembly shall not begin before 9:00 AM.
- 3. Outside users will be limited to use of installed PA.
 - a. PA shall not be used prior to 10:00 AM.
 - b. NO PA on Sunday.
 - c. NO outside PA systems permitted.

d. Option 4:

i. Review of District Usage Schedule:

1. Unless required for safety of the sport, ALL lighting will be run at approximately 50% of design. Safety should not be lessened.
 2. NO PA MUSIC OTHER THAN GAMES.
 3. NO PA shall be used during practice sessions.
 4. NO PA use during league soccer games (District use).
 5. NO PA use during league lacrosse games (District use).
- ii. Community User Group Usage Schedule:
1. No outside user "lighted" events.
 2. Assembly shall not begin before 10:00 AM.
 3. Outside users will be limited to use of installed PA.
 - a. No PA weekday nights.
 - b. PA shall not be used prior to 10:00 AM.
 4. NO outside PA systems permitted.
 5. NO SUNDAY USE BY COMMUNITY.
5. **Provide interested neighbors with a "pass" to be used throughout the football season.**