

CITY OF SANTA FE, NEW MEXICO

ORDINANCE NO. 2023-26

INTRODUCED BY:

AN ORDINANCE

AMENDING SFCC 1987, SECTIONS 23-4.13 AND 23-7.5, TO REMOVE YOUTH LEAGUES’ PRIORITY USE OF CERTAIN CITY SPORTS FIELDS; AND ADULT LEAGUES’ PRIORITY USE OF THE MUNICIPAL RECREATION COMPLEX SPORTS FIELDS; AND TO REQUIRE ANNUAL REVIEW AND PUBLICATION OF A FIELD USE MANAGEMENT PLAN.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SANTA FE:

Section 1. Section 23-4.13 of SFCC 1987 (being Ord. No. Ord. No. 2015-33) is amended to read:

23-4.13 City sports fields; league fees; requirements.

A. Applicability. This section shall apply to the following City of Santa Fe sports fields:

- (1) Alto Park;
(2) Ashbaugh Park;
(3) Fort Marcy Park (ball field);
(4) Franklin Miles Park;
(5) Herb Martinez Park;
(6) Larragoite Park;
(7) Magers Field;
(8) Monica Lucero Park;

- (9) Patrick Smith Park;
- (10) Ragle Park;
- (11) Salvador Perez Park;
- (12) Sweeney School (soccer field);
- (13) Villa Linda Park; and
- (14) Wood Gormley School (soccer field);
- (15) Southwest Area Node Regional (SWAN) Park.

8 B. *League Fees.* For use of the City of Santa Fe sports fields identified in paragraph
9 A, above:

- (1) Youth league means a non-profit entity, including a school, that organizes and runs sport or recreation programs for youth up to the age of eighteen (18).
 - (a) Each youth league shall be assessed a one hundred dollar (\$100.00) permit fee per season, per sport or recreation activity.
 - (b) Each youth league shall provide adult representatives from its respective league to participate in the Great American Spring Cleanup and the Toss No Mas Fall Cleanup events hosted by Keep Santa Fe Beautiful. Each league shall encourage youth participants to attend the Keep Santa Fe Beautiful events.
- (2) Adult league means a non-profit entity that organizes and runs sport or recreation programs for adults over the age of eighteen (18), for a season. Each adult league shall be assessed the following fees, per season, and such fees are inclusive of one (1) end-of-season tournament:
 - (a) Twenty-five dollar (\$25.00) fee per player, necessary to field a team according to each individual league; and

1 (b) Twenty-five dollar (\$25.00) fee for one (1) alternate player per
2 team.

3 (3) League fees collected pursuant to this section shall be deposited into a
4 dedicated sports field maintenance fund to be used in conjunction with
5 annual budgeted sports field maintenance amounts from the general fund.

6 C. *Tournament Fees.* The city shall assess a tournament fee of twenty-five dollars
7 (\$25.00) per team, per tournament, for the use of City of Santa Fe sports fields. This paragraph
8 does not apply to season adult league tournaments specified in paragraph B, above.

9 D. *Requirements.*

10 (1) On an annual basis, beginning in January, each league shall submit a letter
11 of request to the city that specifies the following information:

12 (a) Type of sport;

13 (b) Number of participants and age groups being served;

14 (c) Estimated number of days and hours needed for field use for the
15 season;

16 (d) Mission and goals of the league;

17 (f) General yearly budget that includes a general statement of
18 financial condition of the league; and

19 (g) If applicable, the number of scholarships distributed for sports
20 registration fees for the year before, and the estimated number of
21 scholarships for sports registration fees available for the current
22 year.

23 (2) Each league shall include the following documents with its letter of
24 request:

25 (a) Statement that describes the general financial standing of the

1 league as presented in the following forms:

- 2 (i) A statement from a certified public accountant;
- 3 (ii) A statement from the national organization to which the
- 4 league belongs; or
- 5 (iii) The tax returns of the league;
- 6 (b) Code of conduct; and
- 7 (c) Bylaws or other document demonstrating how the league was
- 8 organized and operates.

9 (3) Each youth league shall provide the parent(s) or guardian(s) of the
10 participant the following documents:

- 11 (a) Copy of the league's letter of request to the city, with supporting
- 12 documents;
- 13 (b) Summary of the city's costs to maintain each sports field, which
- 14 shall be provided by the city to each league; and
- 15 (c) Copy of educational material provided by the city related to the
- 16 disposal of solid waste and recycling which outlines the leagues'
- 17 responsibility to dispose of solid waste and promote recycling.

18 (4) All leagues shall be responsible, on an as-used basis, for clean-up of trash
19 and litter directly related to their use of a sports field. The clean-up shall
20 include proper separation of recyclables from trash.

21 E. *Noncompliance.* A league that does not comply with the requirements of
22 subsection 23-4.13 SFCC 1987 shall not be granted a permit to use city sports fields or the league
23 permit may be suspended.

24 F. A City Manager-designee shall annually review, update as necessary, and post to
25 the city's website a field use management plan.

1 **Section 2. Section 23-7.5 of SFCC 1987 (being Ord. No. 2015-6 § 2) is amended to read:**
2 **23-7.5 MRC sports fields; fees; requirements; field use management plan.**

3 A. *Youth League Fees.* Youth league means a non-profit entity, including a school,
4 that organizes and runs sport or recreation programs for youth, up to the age of eighteen (18).

5 (1) Each youth league shall be assessed a one hundred dollar (\$100.00) permit
6 fee per season, per sport or recreation activity.

7 (2) Each youth league shall provide adult representatives from their
8 respective league to participate in the Great American Spring Cleanup
9 and the Toss No Mas Fall Cleanup events hosted by Keep Santa Fe
10 Beautiful. Each league shall encourage youth participants to attend the
11 Keep Santa Fe Beautiful events.

12 B. *Adult League Fees.* Adult league means a non-profit entity that organizes and runs
13 sports or recreation programs for adults over the age of eighteen (18) years old for a season.
14 Each adult league shall be assessed the following fees, per season, and such fees include
15 payment for one (1) end-of-season tournament:

16 (1) Twenty-five dollar (\$25.00) fee per player, necessary to field a team
17 according to each individual league; and

18 (2) Twenty-five dollar (\$25.00) fee for one (1) alternate player per team.

19 C. *Tournament Fees.* The city shall assess a tournament fee of twenty-five dollars
20 (\$25.00) per team, per tournament, for the use of City of Santa Fe sports fields at the MRC. This
21 paragraph does not apply to season adult league tournaments specified in paragraph B, above.

22 D. *League Requirements.*

23 (1) On an annual basis, beginning in January, each league shall submit a letter
24 of request to the city that specifies the following information:

25 (a) Type of sport;

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- (b) Number of participants and age groups being served;
- (c) Estimated number of days and hours needed for field use for the season;
- (d) Mission and goals of the league;
- (f) General yearly budget that includes a general statement of financial condition of the league; and
- (g) If applicable, the number of scholarships distributed for sports registration fees for the year before, and the estimated number of scholarships for sports registration fees available for the current year.

(2) Each league shall include the following documents with its letter of request:

- (a) Statement that reflects the general financial standing of the league as presented in the following forms:
 - (i) A statement from certified public accountant;
 - (ii) A statement from the national organization to which the league belongs; or
 - (iii) The tax returns of the league;
- (b) Code of conduct; and
- (c) Bylaws or other document demonstrating how the league was organized and operates.

(3) Each youth league shall provide the parent(s) or guardian(s) of the participant the following documents:

- (a) Copy of the league's letter of request to the city, with supporting documents;
- (b) Summary of the city's costs to maintain each sports field, which

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shall be provided by the city to each league; and

(c) Copy of educational material provided by the city related to the disposal of solid waste and recycling which outlines the leagues' responsibility to dispose of solid waste and promote recycling.

(4) All leagues shall be responsible, on an as-used basis, for clean-up of trash and litter directly related to their use of a sports field. The clean-up shall include proper separation of recyclables from trash.

E. *Use of MRC Sports Fields.*

(1) A City Manager-designee shall annually review, update as necessary, and post to the city's website, a field use management plan.

(2) When other city sports fields are unavailable to accommodate youth leagues or youth tournaments, on a particular day, weekend or week, and the MRC fields are not scheduled for use for that particular day, weekend or week, then the MRC fields may be made available to provide a field for such event at a pro-rated MRC fee.

F. *Noncompliance.* A league that does not comply with the requirements of Section 23-7 SFCC 1987 shall not be granted a permit to use sports fields at the MRC or the league permit may be suspended.

PASSED, APPROVED, and ADOPTED this 29th day of November, 2023.



ALAN WEBBER, MAYOR

1 ATTEST:

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3 
GERALYN F. CARDENAS (Dec 5, 2023 08:49 MST)

4 GERALYN F. CARDENAS, INTERIM CITY CLERK

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6 APPROVED AS TO FORM:

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8 
ERIN K. McSHERRY (Dec 4, 2023 18:26 MST)

9 ERIN K. McSHERRY, CITY ATTORNEY

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24 *Bill No. 2023-25*

25 *Legislation/Ordinances/2023-26 (O)/Amending Field Allocation for City Sports Fields and MRC*