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## CITY OF KELOWNA

# MEMORANDUM

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**Date:** May 22, 2002  
**To:** City Manager  
**From:** Events and Facilities Supervisor  
**Subject:** (ROAR) HYDROFEST 2002

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### RECOMMENDATION:

That City Council waive the park rental fees for the staging of the 2002 ROAR Hydrofest scheduled for City Park and Waterfront Park, Aug 30 to Sept 1, 2002.

### DISCUSSION:

The Royal Okanagan Aquatic Recreation (ROAR) & Hydroplane Festival Association made a presentation to City Council on May 13, 2002 requesting financial support towards staging the 2002 ROAR Hydrofest. City Council voted in principle to approve this event as presented and requested more detail from staff regarding actual costs. This report is provided as additional background information for City Council in considering the financial aspect of the request.

At this stage of their planning, the proposed budget for the event is approximately \$300,000. Their funding request is for an additional \$ 28,300 to cover City related costs associated with the staging of the event. These costs include:

\$_6,500	RCMP Costs-crowd control
\$ 7,200	Fire Department Costs-emergency crew and equipment required in the pit area
\$12,600	Park Rental Charges
\$ 7,000	City Equipment and Services-bleacher rental and moving, additional janitorial costs, irrigation locates, etc.
<b>\$33,300</b>	<b>Total Costs</b>
<u>\$ 5,000</u>	Less Sport Event Development Grant – Already Approved
<b>\$28,300</b>	<b>Financial Request</b>

Based on the previous Hydroplane Events hosted in Kelowna and further investigation by staff, the figures outlined above are consistent with our current practices and past experiences.

The City does not typically entertain waiving of fees prior to an event. The Parks and Leisure Services Policy and Procedures Manual allows for requests for waiver of rental fees to be entertained after an event has taken place, accompanied by the appropriate financial records. This policy also allows for City participation in “community events” to be determined by the Manager of Recreation Services based on the merits and community impact of the event. In this instance staff is prepared to recommend waiving rental fees for the following reasons;

- 1) Event organizers need to identify their costs prior to officially launching the event.

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- 2) Any surplus accrued in year one will go to supporting future events and thus reduce municipal contributions required.
  - 3) The organizer will be required to provide the City with copies of financial statements detailing all expenses and revenues, prepared in accordance with generally accepted accounting principles by Oct 30, 2002.

Waiving of the park rental fee of \$12,600 will not have a negative impact on the 2002 City budget, as this potential revenue was not factored into revenue projections.

Funding the remainder of the requested amount has not been recommended because it exceeds the amount available from the Sport Events Development Grant.

Although difficult to accurately project spectator numbers for this event, it is estimated at 15,000 for year one with the potential to increase significantly in the second and subsequent years. This event has the potential to provide a significant sport tourism profile for Kelowna and is considered a sports destination event as opposed to a participation event.

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Don Backmeyer, Events and Facilities Supervisor

cc: Director of Parks and Leisure Services  
Acting Recreation Services Manager