
CITY OF KELOWNA

MEMORANDUM

Date: May 1, 2007
File No.: 1840-20
To: City Manager
From: Sport and Recreation Manager
Subject: Mission Recreation Park Softball Facility Reserve Fund

RECOMMENDATION:

THAT City Council approve the Mission Recreation Park Softball Facility Reserve Fund Policy #339 as attached to the report from the Sport and Recreation Manager dated May 1, 2007.

BACKGROUND:

A liquor primary license at the Kinsmen Softball Quadplex was established in 2006. This initiative was led by the Kelowna Adult Softball Association (KASA) as a fundraising means towards the further development of softball facilities in Kelowna. This continued development of adult softball and available facilities is a primary mandate of KASA. When the license was established, KASA was contracted to operate the license on behalf of the City with the intent that all net profit would be directed to the development of new softball facilities at the MRP.

The attached policy is a reflection of the partnership with KASA and the desire to improve softball facilities at the Mission Recreation Park. The policy structure is similar to the Sportsfield Reserve Fund where funds generated from field rentals go to this reserve and are primarily dedicated to the development of new sportsfields.

Key points for this policy include:

1. Funds for this reserve are established from net profits from the operation of the liquor primary license.
2. Funds from this reserve are dedicated solely to the expansion, renovation, development or enhancement of softball facilities at the MRP.
3. That KASA be consulted prior to any expenditure from the MRP Softball Facility Reserve Account.
4. That the City and KASA meet annually to review capital development plans for MRP softball facilities.
5. That any release of funds from this reserve account require City Council approval.

The City also maintains liquor primary licenses at the Apple Bowl Stadium, Elks Stadium and King Stadium. There is a separate reserve account for each of these operations where the City retains 10% of net profit. Funds from these reserve accounts are also directed back towards facility improvements for each site.

INTERNAL CIRCULATION TO: Director of Parks, Recreation and Cultural Services; Financial Planning Manager; and City Clerk.

FINANCIAL/BUDGETARY CONSIDERATIONS: Through the 2007 budget process a reserve account was established to address funds from the liquor primary license for this facility.

EXTERNAL AGENCY/PUBLIC COMMENTS: This policy has been reviewed and supported by the Kelowna Adult Softball Association.

Considerations that were not applicable to this report:

LEGAL/STATUTORY AUTHORITY:

LEGAL/STATUTORY PROCEDURAL REQUIREMENTS:


EXISTING POLICY:

PERSONNEL IMPLICATIONS:

TECHNICAL REQUIREMENTS:

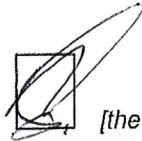
ALTERNATE RECOMMENDATION:

Submitted by:



J. Gabriel, Sport and Recreation Manager

Approved for Inclusion:



[the department director initials here]

Cc: Director of Recreation, Parks and Cultural Services
Financial Planning Manager
City Clerk



CITY OF KELOWNA

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COUNCIL POLICY MANUAL

APPROVAL DATE:

RESOLUTION #:

REPLACING #:

DATE OF LAST REVIEW:

SUBJECT: Mission Recreation Park Softball Facility Reserve Fund

Background:

The City has acquired a Liquor Primary License # 301929 for Mission Recreation Park - Kinsmen Softball Quadplex located at 3925 Gordon Drive, for the purpose of providing a liquor refreshment service to adult patrons of the recreation and sports facility, and to generate funds to assist in the financing of softball facilities at the Mission Recreation Park. The City has also entered into a legal agreement with the Kelowna Adult Softball Association (KASA) for the management and operation of the Liquor Primary License # 301929 as provided for in the Liquor Control & Licensing Act.

Therefore it is resolved;

1. THAT the Mission Recreation Park Softball Facility Reserve Fund be established from net profit generated from the Kinsmen Softball Quadplex Liquor Primary License;
2. AND THAT the Mission Recreation Park Softball Facility Reserve Fund be dedicated solely to the expansion, renovation, development or enhancement of softball facilities at the Mission Recreation Park;
3. AND THAT KASA be consulted prior to any expenditure from the Mission Recreation Park Softball Facility Reserve Fund;
4. AND THAT City and KASA to meet annually prior to September 1 each year to review capital development plans for the Mission Recreation Park Softball Facilities;
5. AND FURTHER THAT any release of funds from the Mission Recreation Park Softball Facility Reserve Fund be approved by Kelowna City Council.

REASON FOR POLICY: To establish a financial reserve account

LEGISLATIVE AUTHORITY: *Community Charter*; Council resolution

PROCEDURE FOR IMPLEMENTATION: Authorization to KASA pursuant to Council Policy No. 223; Reserve account established by the Director of Financial Services