

Parks and Recreation Advisory Board, Youth Leagues

Tasks and Background: Mark Finegan, City Finance Director has asked the Chairwoman of the Parks and Advisory Board (the "Board") for the Board to consider and advise the City (Finance Department/City Commission) on annual requests for funding for Youth Leagues that use the City's Parks and Recreation Fields and Facilities (taxpayer funded/maintained) to facilitate the FY2022 budget process. The City has traditionally required those leagues requesting funds to complete standard "City of Key West Application for Non-Profit Funding." This package includes an application, an executed agreement, organizational information such as Board Members, corporate status, budget, financial statements (revenues/expenses), recent Form 990, IRS Determination Letter confirming 501 (c)3 status, annual performance report, etc.

Funding for 6 Youth Leagues has generally been routinely approved by the City in the aggregate amount of approximately \$72,400 without publicly advertised disclosure of funding availability or a formal discussion or vetting process (except in the department budget process). The enclosed schedule highlights the 6 leagues that have previously received funded, the amount, and includes relevant data to be considered by the Board in providing a transparent, equitable and fair funding process.

Due to the Covid pandemic, league activities and related City provided funding has been on hold (discontinued) for the last two fiscal years, the City's FY2020 and FY 2021. The funding being discussed in the May and June 2021 Parks and Recreation Advisory Board meetings is funding proposed for the City's FY2022 budget. Upon research of Florida Recreation and Parks Association data, the most common practice of Florida City and County Parks and Recreation Departments is to assess and collect user fees from leagues for the purpose of providing revenues to support the development/maintenance of field and recreation facilities. These fee schedules are generally assessed based on a per hour basis per field/court/facility with a rate with and without lights, fees for special events/tournaments, fees for field preparation, fees per game or per court for adult leagues, etc. A very brief/rough analysis/estimate applying these fees to Key West Youth League activities indicates that fees would approximate \$70,000 of financial support to the City.

Community Services has been tasked with gathering all relevant league information for presenting to the Board as well as asking a Representative/Spokesperson for each of the Youth Leagues to be available to present and answer Board questions at the May 27, 2021 Parks and Recreation Advisory Board meeting, 5 pm City Hall. This request has been accepted by the Board and seems appropriately within the scope of the Board's Activities, broadly defined as "making recommendations to the City Commission for ongoing improvements and to ensure the highest and best use of recreation facilities," among other priorities such as "advise City Commission on projects and uses for the park facilities," "explore funding sources," "study feasibility/viability of proposed projects," and "facilitate communication and elicit opinions from all interested individuals and entities (defined in forming resolution 2018-324 dated 10/17/2018).