**Agenda - Executive Policy Committee - November 17, 2004**

**Report - Standing Policy Committee on Public Works - November 9, 2004**

**Item No. 4 Youth Athletic Field Fee**
**File PR-2.10**

STANDING COMMITTEE RECOMMENDATION:

On November 9, 2004, the Standing Policy Committee on Public Works concurred in the administrative recommendation and submits the following to Council:

1. That a seasonal $9.00 + GST per-participant fee for youth athletic field users be approved for implementation January 1, 2005.

2. That the revenue generated from the youth athletic fee be used in its entirety to increase athletic field maintenance as outlined in the administrative report, dated October 29, 2004.

3. That the Parks and Open Space Division create an annual athletic field maintenance tracking report to account for use of athletic field revenue.

4. That the amendments to the 2004 - 2006 Parks and Open Space Division Fees and Charges Policy be approved (Appendix B).

5. That the Proper Officers of the City be authorized to do all things necessary to implement the foregoing.

**Agenda - Executive Policy Committee - November 17, 2004**

**Report - Standing Policy Committee on Public Works - November 9, 2004**

DECISION MAKING HISTORY:

STANDING COMMITTEE RECOMMENDATION:

On November 9, 2004, the Standing Policy Committee on Public Works concurred in the administrative recommendation, dated October 29, 2004, and submitted the matter to the Executive Policy Committee and Council.

On October 12, 2004, the Standing Policy Committee on Public Works laid over the matter and the Administrative report dated August 27, 2004, to its meeting scheduled for November 9, 2004, and requested the Administration to meet with the General Council of Winnipeg Community Centres to explore the matter of the proposed youth athletic fee with the view to ensuring minimal administrative implications for Community Centres.

COUNCIL:

On January 28, 2004, Council concurred in the recommendation of the Standing Policy Committee on Public Works and adopted the following:

1. That the proposed 2004 - 2006 Parks and Open Space Division Fees and Charges Policy be approved for implementation effective February 1, 2004.

2. That the Administration continue consulting with user groups regarding the proposed youth athletic field fee and report back to the Standing Policy Committee on Public Works for its meeting on September 14, 2004 on its possible implementation in 2005.

3. That the revenue generated from the new youth athletic user field fee be used in its entirety to increase athletic field maintenance and be dedicated as outlined in the report beginning in 2005.

4. That the Administration continue to work with the General Council of Winnipeg Community Centres (GCWCC) and other appropriate stakeholders to help groups better understand the fee and prepare for its implementation in 2005.

5. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

**Agenda - Executive Policy Committee - November 17, 2004**

**Report - Standing Policy Committee on Public Works - November 9, 2004**

DECISION MAKING HISTORY (continued):

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

On January 21, 2004, the Executive Policy Committee concurred in the recommendation of the Standing Policy Committee on Public Works and submitted the matter to Council.

STANDING COMMITTEE RECOMMENDATION:

On January 13, 2004, the Standing Policy Committee on Public Works concurred in the administrative recommendation, outlined in the report dated January12, 2003, as amended, namely:

- "2. That the Administration continue consulting with user groups regarding the proposed youth athletic field fee and report back to the Standing Policy Committee on Public Works for its meeting on September 14, 2004 on its possible implementation in 2005."

and submitted the matter to Executive Policy Committee and Council.

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

On December 10, 2003, the Executive Policy Committee referred the matter to the Chief Administrative Officer to consult with the General Council of Winnipeg Community Centres and appropriate user groups, including the Winnipeg Youth Soccer Association Inc., for report back to the January 13, 2004, meeting of the Standing Policy Committee on Public Works.

STANDING COMMITTEE RECOMMENDATION :

On December 9, 2003, the Standing Policy Committee on Public Works did not concur in the administrative recommendation, as outlined in the report dated November 27, 2003, and submitted the matter to Executive Policy Committee and Council.

Further, the Standing Policy Committee on Public Works directed the Administration to consult with representatives of the General Council of Winnipeg Community Centres and appropriate user groups with respect to the Proposed 2004 - 2006 Parks and Open Space Division Fees and Charges Policy and report back to the Standing Policy Committee on Public Works and further, that the Executive Policy Committee not approve the proposed fee increases until the public consultation process has been completed.

**Report - Standing Policy Committee on Public Works - November 9, 2004**

DECISION MAKING HISTORY (continued):

On December 9, 2003, the Standing Policy Committee on Public Works considered a communication dated December 8, 2003, submitted by Harry Harwood on behalf of the Winnipeg Youth Soccer Association.

# ADMINISTRATIVE REPORT

**RE:** **Proposed Youth Athletic Field Fee – Results from Consultation Process**

**FOR SUBMISSION TO**: Standing Policy Committee on Public Works

**ORIGINAL REPORT SIGNED BY:** L.S.W. Larkin, P. Eng., Director of Public Works

**REPORT DATE:** October 29, 2004

**RECOMMENDATIONS:**

1. That a seasonal $9.00 + GST per-participant fee for youth athletic field users be approved for implementation January 1, 2005.

2. That the revenue generated from the youth athletic fee be used in its entirety to increase athletic field maintenance as outlined in the body of this report.

3. That the Parks and Open Space Division create an annual athletic field maintenance tracking report to account for use of athletic field revenue.

4. That the proposed amendments to the 2004 – 2006 Parks and Open Space Division Fees and Charges Policy be approved (Appendix B).

5. That the appropriate officers of the city do all things necessary to implement the forgoing, including the execution of any documents.

*REPORT SUMMARY:*

*Key Issues:*

1. As directed by Council, the Administration consulted on the proposed fee with community centres and sport groups from March to June 2004; and as directed by the Standing Policy Committee on Public Works on October 12, 2004, further discussed the fee with the General Council of Winnipeg Community Centers (GCWCC).

2. Although there has been a charge for adult athletic field use for 10 years (currently $19.44 + GST per booking slot) this report proposes the establishment of a fee for youth athletic field use.

3. There was general agreement by all sport and community centre representatives that more funding is needed for athletic field maintenance. The General Council of Winnipeg Community Centres and the Winnipeg Youth Soccer Association support a per-participant fee for youth athletic field use.

4. The proposed youth athletic field fee would generate approximately $270,000 that, in accordance with Council direction, would be directed in its entirety to additional athletic field maintenance.

**Implications of the Recommendations:**

**General Implications:**

[ ] None
[X] For the organization overall and/or other departments
[X] For the community and/or organizations external to the City
[ ] Involves a multi-year phase in process

**Comments:**
This policy change generates revenue to allow for enhanced athletic field maintenance. Community Centres and sports associations will need to increase registration fees by $9.00 + GST per youth for the season to cover athletic field charges beginning in 2005.

**Policy Implications:**

[ ] No
[X] Yes

**Comments:**
Establishes a new policy of charging for use of athletic fields by youth sports groups (17 years and under). Adult users have paid a fee since 1994.

**Environmental Implications:**

[X] No
[ ] Yes

**Comments:**

**Human Resource Implications:**

[ ] No
[X] Yes

**Comments:**
Additional seasonal Parks staff will be required and some existing seasonal Parks staff will work longer.

**Financial Implications:**

[ ] Within approved current and/or capital budget
[X] Current and/or capital budget adjustment needed

**Comments:**
The Parks and Open Space Division budget will have an increase of $270,000 in revenue and an increase of $270,000 in expenditures beginning in 2005.

## REASON FOR THE REPORT:

On January 28, 2004 Council directed the Administration to continue consulting with user groups regarding the proposed youth athletic field fee and its implementation in 2005 and report back to the Standing Policy Committee on Public Works.

"On October 12, 2004, the Standing Policy Committee on Public Works reviewed a report on the proposed youth athletic field fee and laid over the matter to its November 9, 2004, meeting. Administration was requested to meet with GCWCC to ensure minimal administrative implications for community centres and report back."

## HISTORY:

During the fall of 2003 the Administration carried out a review of the Parks and Open Space Fees and Charges Policy as per Council policy.

On December 9, 2003 the Standing Policy Committee on Public Works reviewed a report on a proposed 2004 to 2006 Parks and Open Space Fees and Charges Policy and directed the Administration to consult with user groups on a proposed youth athletic field fee and report back on January 13, 2004.

On January 13, 2004 the Standing Policy Committee on Public Works approved the overall Parks and Open Space Fees and Charges Policy for implementation effective February 1, 2004 and further directed that the Administration continue consulting with user groups specifically on the proposed youth athletic field fee and its implementation in 2005.

On January 21, 2004 Executive Policy Committee concurred with the recommendation of the Standing Policy Committee on Public Works.

On January 28, 2004 Council approved the policy and recommendations made by the Standing Policy Committee on Public Works and the Executive Policy Committees and thereby directed the Administration to continue consulting with user groups on the youth athletic field fee.

*A total of 10 consultation meetings were held with Community Centre District Boards and Sport bodies from March to June 2004 (including the presentation of findings at the annual general meeting of the GCWCC). On October 14, 2004 the Administration met with representatives of GCWCC and on October 22, 2004 with the Winnipeg Youth Soccer Association.*

**DISCUSSION:**

**Results from Consultation**

Feedback received at the consultation meetings and from written submissions has been summarized in this report. Out of the 27 submissions (22 community centres and 5 Sport bodies) 11 were opposed to the new fee, 8 provided feedback only, and 8 were generally in agreement but had suggestions or concerns. The consultation process handout is attached in appendix A.

***In summary the following issues and suggestions arose from the consultation meetings and written feedback:***

1. *Ensure dedication of all revenue to athletic field maintenance*

   ***Sport representatives wanted assurances that the revenue generated would be used solely for athletic field maintenance. Council addressed this on January 28, 2004, by directing administration that revenue generated be used "in its entirety" for this purpose. There was general agreement by all representatives that more funding is needed for athletic field maintenance.***

2. *Need for ongoing accountability*

   ***Groups requested a process that would provide information as to where revenue was allocated. The Parks and Open Space Division is committed to provide an annual report to GCWCC and major sport user groups which will:***

   - ***Track where revenue was utilized to enhance athletic field maintenance.***
   - ***Identify proposed maintenance and repair projects for the next year.***
   - ***Provide the prioritization criteria used to determine the selection of sites for repairs.***

3. **Inadequate Athletic Field Sweat Equity Maintenance funding**

   ***Community Centre representatives expressed the view that the current level of funding for the Athletic Field Maintenance Sweat Equity grant is not adequate. The new youth athletic field fee will provide for an increase in the grant from $700 for full maintenance of an athletic field to $900 and from $200 for assisted maintenance to $300. This would provide Community Centres with additional control over their maintenance needs and a say in where the revenue would be allotted.***

4. **Financial concerns for families**

***A few sport and Community Centre representatives felt the new fee could present a financial obstacle to some families. The Community Centre Program Registration Fee Subsidy, administered by GCWCC is an option available to families who may find the fee increase to be a financial burden. The City of Winnipeg provides annual grants of $85,000 for registration subsidies.***

5. *Perceived loss of revenue*

***Some groups expressed a concern regarding a potential loss of ability to generate revenue through hosting weekend tournaments or playoffs. By implementing a per-participant fee as opposed to a booking charge this would no longer be a concern.***

6. *Participation by user groups from outside the city*

***There was a concern that sport groups from outside the City, participating in a City league, would not be charged for field use. By having the appropriate sports body include the per-participant charge in their registration fee, teams from outside the city would pay when participating in city leagues.***

7. *Clarification of booking procedures*

***Throughout the consultation process questions arose regarding the following booking procedures:***

- ***Inclement weather cancellations (current process is to provide make-up dates)***
- ***Overlapping athletic fields (need to avoid simultaneous bookings)***
- ***Timing of booking and turning surplus fields back to the booking office to allow for reallocation***

***By implementing a per-participant fee as opposed to a booking fee these booking procedures will no longer be a concern. The Community Services Registration/Booking office is committed to working together with the Parks and Open Space Division, sports bodies and GCWCC to create the per-participant collection process and will work toward communicating the new process to user groups by December 2004.***

8. *Surcharge suggestion*

***Some Community Centre representatives and the GCWCC suggested a per-participant fee as opposed to a per-booking slot fee. This alternative was proposed as a way of minimizing volunteer workload in booking, scheduling, and paying for athletic fields. This suggestion is recommended, as it would ensure minimal administrative implications for community centres and other sport governing bodies.***

- ***Fees would be collected through the registration process by the GCWCC and the sports bodies responsible for soccer, baseball, softball, and football. This payment would be submitted to the City once a season as opposed to a booking fee that would be billed monthly from May to October.***
- ***In 2003 there was approximately 30,000 youth participating in summer sports (football 2,535, soccer 21,715, softball 3,100, baseball 2,700). The proposed per- participant fee of $9 + GST would generate approximately $270,000 in revenue per season.***
- ***Tracking of make-up dates, rainouts, and reimbursements would not be necessary.***

**Additional Athletic Field Maintenance**

The reason for the new youth athletic field fee is to generate revenue to be used in enhancing athletic field maintenance. While there was reluctance to pay more, all agreed that maintenance levels have declined over the years and more funding is needed. Community Centre representatives identified a need to increase athletic field maintenance sweat equity grant funding. The funding had been frozen at $700 for the last seven years. As a result of the consultation process the Administration agrees to and recommends altering the distribution from the original proposal (as outlined in the report of January 12, 2004) to the "after consultation" position as outlined in the following table.

**Projected revenue is $270,000, the following revenue distribution is proposed**:

With the $270,000 revenue the City will be responsible for an increase in athletic field aeration and additional general athletic field maintenance for all city owned athletic fields (see table below). In addition to this, Community Centers who participate in the Athletic Field Maintenance program would also receive an additional $200 per full field for their specific athletic field maintenance.

| Revenue Distribution Description | Original Proposal | After Consultation |
|---|---|---|
| General Council of Winnipeg Community Centres-Athletic Field Maintenance Sweat Equity Program | $31,555 ($700 to $800 per field) | $58,000 ($700 to $900 per field) |
| Parks and Open Space athletic field aeration and top dressing (Increase from once in 5 years to once in 2 years) | 132,223 | $132,000 |
| Parks and Open Space additional general athletic field maintenance & repair (Ex: turf repair, infield maintenance, fencing repairs). | 106,222 | $80,000 |

If less than $270,000 in revenue is received the Athletic Field Maintenance grants will still be increased to $900 per full field and $300 for assisted. Funding would be reduced in the additional general athletic field maintenance of $80,000.

If more than $270,000 in revenue is received the Athletic Field Maintenance grant would remain at the proposed $900 per full field and $300 for 2005 and would be revisited for 2006. Funding would be increased in the athletic field aeration & top dressing as first priority and additional general athletic field maintenance as second priority.

**Financial Impact Statement:**

The current budget will be increased by $270,000 in both revenues and expenditures beginning in 2005 and adjusted for inflation thereafter.

## Financial Impact Statement

**Date:** 29th October 2004

**Project Name:** **First Year of Program** **2005**

**PROPOSED YOUTH ATHLETIC FIELD FEE - RESULTS FROM CONSULTANT REPORT**

| | 2005 | 2006 | 2007 | 2008 | 2009 |
|---|---|---|---|---|---|
| **Capital** | | | | | |
| Capital Expenditures Required | $ - | $ - | $ - | $ - | $ - |
| Less: Existing Budgeted Costs | - | - | - | - | - |
| Additional Capital Budget Required | $ - | $ - | $ - | $ - | $ - |
| **Funding Sources:** | | | | | |
| Debt - Internal | $ - | $ - | $ - | $ - | $ - |
| Debt - External | - | - | - | - | - |
| Grants | - | - | - | - | - |
| Reserves, Equity, Surplus | - | - | - | - | - |
| Other | - | - | - | - | - |
| Total Funding | $ - | $ - | $ - | $ - | $ - |
| Total Additional Capital Budget Required | $ - | | | | |
| Total Additional Debt Required | $ - | | | | |
| **Current Expenditures/Revenues** | | | | | |
| Direct Costs | $ 270,000 | $ 275,400 | $ 280,908 | $ 286,526 | $ 292,257 |
| Less: Incremental Revenue/Recovery | 270,000 | 275,400 | 280,908 | 286,526 | 292,257 |
| Net Cost/(Benefit) | $ 0 | $ (0) | $ 0 | $ (0) | $ 0 |
| Less: Existing Budget Amounts | - | - | - | - | - |
| Net Budget Adjustment Required | $ 0 | $ (0) | $ 0 | $ (0) | $ 0 |

**Additional Comments:** The direct costs and incremental revenues above pertain specifically to the Proposed 2005 Youth Athletic Field Fee. There is no net financial impact to the 2004 current budget as inflationary increases to revenues are not material.

*"Original Signed by Darcy Stewart, CA"*
Manager of Finance & Administration

Approved by Divisional Financial Analyst: ☑

**IN PREPARING THIS REPORT THERE WAS CONSULTATION WITH, AND CONCURRENCE BY:**

Through meetings and written feedback noted in this report, there was consultation with the following user groups:

General Council of Winnipeg Community Centres, Community Centre District Boards, Sport Manitoba, Winnipeg Youth Soccer Association, Softball Manitoba, Manitoba Soccer Association, Manitoba Baseball Association, Football Manitoba, Lacrosse Manitoba, and Rugby Manitoba.

*The Community Services Department assisted with the consultation process and concurs in the recommendations of this report.*

**THIS REPORT SUBMITTED BY:**

Department: Public Works Department
Division: Parks and Open Space Division
Prepared by: Don Budinsky .....986-2675
File No. Proposed Youth Athletic Field Fee – Consultation with User Groups Report

# APPENDIX A

## CITY OF WINNIPEG
## PROPOSED YOUTH ATHLETIC FIELD FEE INFORMATION SHEET

## OBJECTIVES OF CONSULTATION PROCESS:

- To present the rational behind the proposed youth athletic field fee to help groups better understand the fee and to prepare for it's possible implementation in 2005.

- To gather feedback on the proposed fee from General Council of Winnipeg Community Centres and other appropriate stake holders at the following meetings. Information gathered at these meetings will be compiled into a report that will be submitted to Standing Policy Committee on Public Works no later than September 2004.

| | |
|---|---|
| **March 11** | District 4 C.C. Board |
| **March 17** | District 2 & 3 C.C. Board |
| **March 18** | District 1 C.C. Board |
| **March 23** | District 5 C.C. Board |
| **April 7** | Other stakeholders<br>(St. John's Leisure Centre – 601 Aikens 7:00 p.m.) |
| **April 24** | GCWCC Annual Meeting |

**The Parks and Open Space Division will also accept written submissions; deadline for submission is April 29:**

Fax 986-3860
E-mail: dianebanash@ Winnipeg.ca
Mail: 2000 Portage Ave. Winnipeg, Mb R3J 0K1

## Agenda

Presentation by Parks and Open Space – Frequently Asked Questions Handout

Review of the athletic field booking procedure – Community Services Booking Office

Feedback – Questions

# FACT SHEET

***At the City of Winnipeg January 28, 2004 Council Meeting the following decisions were made regarding the Proposed 2004 – 2006 Parks and Open Space Division Fees and Charges Policy.***

**Council Decision:**

Council concurred in the recommendation of the Standing Policy Committee on Public Works and adopted the following:

- That the Administration continue consulting with user groups regarding the proposed youth athletic field fee and report back to the Standing Policy Committee on Public Works for its meeting on September 14, 2004 on its possible implementation in 2005.
- That the revenue generated from the new youth athletic user field fee be used in its entirety to increase athletic field maintenance and be dedicated as outlined in the report beginning in 2005.
- That the Administration continue to work with the General Council of Winnipeg Community Centres and other appropriate stakeholders to help groups better understand the fee and prepare for its implementation in 2005.

**The main change to the Fees and Charges Policy is the establishment of a youth athletic field user fee in 2005 of $10.00 per booking which increases revenue by $270,000 to provide enhanced athletic field maintenance:**

- **$31,555** from new revenue would go towards the General Council of Winnipeg Community Centres (GCWCC) athletic field maintenance program to make up losses to inflation over the last seven years.
- **$132,223** of the new revenue would be used to increase aeration and top dressing of fields (re-establishing a desirable level moving from once every 5 years to once every 2 years)
- **$106,222** would be used for additional general athletic field maintenance.

*Key issues arising out of the first stakeholder consultations on the youth athletic field fee included:*

- GCWCC and other user groups felt strongly that more time is needed for information sharing within their organizations and with the Administration.
- The GCWCC also indicated that more time is needed to allow individual community centres to refine their field requirements based on the new fee and to subsequently estimate sport registration fees.
- It was felt that groups would be in a better position to implement the fee in 2005 by reassessing their field needs over the next few months.
- Groups were supportive of the need to increase athletic field maintenance, but were concerned about the increase in costs to users.
- Groups also expressed a general concern about the condition of fields and the need to upgrade beyond week-to-week maintenance (which is beyond the proposed use of the athletic field revenue)

# Frequently Asked Questions

**1. WHY IS THE CITY PROPOSING A YOUTH ATHLETIC FIELD FEE OF $10 A BOOKING?**

Maintenance for athletic fields has steadily declined and the condition of fields has deteriorated due to several factors.

- 125 athletic fields have been added to the Parks inventory with no increase in maintenance funding.
- Community Centre Athletic Field Maintenance Program (sweat equity) grant funding has been frozen for the last 7 years which has not kept up to inflation.
- Aeration and top dressing of athletic fields has been reduced dramatically over the last 10 years resulting in compacted and poor quality fields.

All funds collected from the proposed new fee will be re-invested 100% into maintenance of athletic fields.

**2. WHAT IS THE DEFINITION OF A "BOOKING"?**

A "booking" is a specific time slot. The number of games played within that time slot or number of games on the field at one time during that time slot is up to the user. The user is not charged per game or per hour.

The Booking Office assigns timeslots as follows:
(There would be a charge of $10 for each time period regardless of the number of games played within that time period.)

9:00am to 1:00pm
**or**
1:00pm to 6:00pm
**or**
6:00pm to dusk

**3. HOW WAS THE $10 FEE PER BOOKING DETERMINED?**

The $10.00 per booking rate is approximately 50% of the current adult fee ($19.10), which is in keeping with the "General Admission Price Structure" as outlined in the Parks and Open Space Fees and Charges Policy.

**4. DO OTHER PRAIRIE CITIES CHARGE YOUTH ATHLETIC FIELD FEES?**

Winnipeg is one of the few municipalities that do not charge a youth athletic field fee.

| | **Adult** | **Youth** |
|---|---|---|
| **Regina** | $38.00 | $20.90 |
| **Calgary** | $31.00 | $16.50 |
| **Edmonton** | $26.95 | $13.00 |
| **Saskatoon** | $16.00 | $11.34 |
| **Winnipeg** | $19.44 | $10.00 proposed |

**5. HOW WAS THE PROPOSED REVENUE FIGURE OF $270,000 DETERMINED?**

| | |
|---|---|
| # of 2002 youth field bookings | 55,090* |
| # of 2003 youth field bookings. | 54,412* |
| A base amount of youth field bookings used for this exercise. | 54,000 |
| Anticipate a 50% reduction in the number of bookings as user groups become more selective by booking only scheduled *games.* | -27,000 |
| Anticipated bookings for 2005 | 27,000 |
| Proposed youth athletic fee per booking | x $10 |
| Total anticipated revenue | **$270,000** |

* Figures provided by the Community Services Public Information and Registration Systems (Booking Office).

**6. HOW WILL THE NEW ANTICIPATED REVENUE OF $270,000 BE DISTRIBUTED?**

- **GCWCC – Athletic Field Maintenance Program increase** **$31,555**
  (Increase funding from $700 to $800 per full field and $200 to $250 for assisted))
- **Athletic Field Aeration & top dressing** **$132,223**
  (Increase from once in 5 years to minimum of once every 2 years)
- **Additional general athletic field maintenance** **$106,222**
  (Maintenance on areas immediately adjacent to athletic fields as well as goal post/ backstop maintenance, additional top dressing, over seeding, infield maintenance, fence repairs, etc.)

**Total revenue** **$ 270,000**

If less that $270,000 in revenue is received the Athletic Field Maintenance grants will still be increased to $800 per full field and $250 for assisted. Funding would be reduced in the *additional general athletic field maintenance* of $106,222.

If more than $270,000 in revenue is received the Athletic Field Maintenance grant would remain at the proposed $800 per full field and $250 for 2005 and would be revisited for 2006. Funding would be increased in the *athletic field aeration & top dressing* as first priority and *additional general athletic field maintenance* as second priority.

**7. HOW WAS THE FIGURE OF $31,555 TO BE ALLOCATED TO THE COMMUNITY CENTRE ATHLETIC FIELD MAINTENANCE – SWEAT EQUITY DETERMINED?**

The number of fields requested in 2003 x the new funding figures ($800 for full and $250 for assisted) was used.

**8. HOW MANY COMMUNITY CENTRES CURRENTLY PARTICIPATE IN THE GCWCC ATHLETIC FIELD SWEAT EQUITY MAINTENANCE PROGRAM?**

In 2003 - 52 out of 71 Community Centres participated in the program (not all community Centres have athletic fields). All revenue generated from adult users fees are applied to this program.

Total funding in 2003 ($700 for full field and $200 for assisted) - $221,800

**9. GIVE AN EXAMPLE OF A COST BREAKDOWN FOR A GAME AND FOR A SEASON.**

***Example of 12 year old soccer played in the "6:00 pm to dusk" time slot:***

- Two games/practices could be played: one from 6:00 – 7:30 pm and the other from 7:30 – 9:00 pm.
- There could be approximately 60 children playing soccer in that one time slot or booking.
- If the cost for that booking was $10.00 divide that by 60 children to determine the cost per game/practice per child as = $0.17
- If approximately 25 games/practices are held in a season x $0.17 per game/practice = the cost for a soccer season would be $4.25 per child.

***Example for mini-soccer in the "6:00 pm to dusk" time slot:***

- Two mini fields = one regular field
- 2 games/practices can be played from 6:00 – 7:00 pm and 2 games played from 7:00 – 8:00 pm. That is a total of 4 games/practices per booking!
- There could be approximately 96 children playing mini soccer in that one time slot or booking.
- If the cost for that booking was $10.00 divide that by 96 children to determine the cost per game/practice per child as = $0.10.

- If approximately 15 games/practices were played in a season x $0.10 per game the cost for a mini-soccer season would be $1.50 per child.

**Example – Two 12 year old baseball teams in the "6:00 pm to dusk" time slot:**

- One game/practice played 6:00 pm to dusk.
- There could be approximately 24 children playing baseball in that one time slot or booking.
- If the cost for that booking was $10.00 divide that by 24 children to determine the cost per game/practice per child as = $0.42
- If approximately 25 games/practices are played in a season x $0.42 per game/practice = the cost for a baseball season would be $10.50 per child.

**10. HOW WILL THIS PROPOSED FEE AFFECT REGISTRATION COSTS?**

This fee would add an estimated $1.50 - $10 per youth per season for each sport; or about 20 - 50 cents per game or practice. This is an estimated figure that would cover the users share of the booking and does not represent other fees that may be determined by the various sports organizers.

**11. IS THERE ASSISTANCE FOR FAMILIES WHO CAN NOT AFFORD THIS INCREASE IN REGISTRATION FEES?**

For those situations where an individual or community centre may have difficulties with a registration or program fee, there are funds administered by the General Council of Winnipeg Community Centres (GCWCC) to provide support. The City of Winnipeg provides annual grants of $85,000 for registration subsidies.

**12. WOULD THERE BE A CHARGE FOR PRACTICE TIMES?**

If a team requires a guarantee that the field will be available for practice then a booking would be required and the youth athletic field fee would apply.

**13. SOME COMMUNITY CENTRES HAVE FIELDS THAT OVERLAP (I.E. IF ADULTS ARE PLAYING ON ONE FIELD/DIAMOND THEN ONLY CERTAIN GAMES CAN BE PLAYED ON THE ADJACENT FIELD) HOW WILL THE COMMUNITY SERVICES BOOKING OFFICE KNOW WHICH FIELDS TO BOOK OUT SO THAT THIS SITUATION DOES NOT CAUSE CONFLICT?**

The Community Services Public Information and Registration Systems (Booking Office) have knowledge of several areas where fields overlap. In these instances the fields that do overlap are not booked for the same period in order to avoid conflict.

**14. WILL THE CURRENT ATHLETIC FIELD BOOKING PROCESS CHANGE IF THE NEW FEE IS IMPLEMENTED?**

The only change to the booking process will be that youth users will be set up as an account receivable within Finance Division of the Community Services Department. This means that users will be billed monthly for their use and will be required to remit payment to the Department. This is the same process that is applied to adult users of athletic fields.

# APPENDIX B

## Fees and Charges Policy
## 2004 – 2006
## Summary of Revisions

All 3 items are additions to the current Policy:

1. Part I Introduction

   Definitions

   ***17.*** **Per Participant Fee**

   Individual participants will be charged a fee once a season, which will be collected by the sport body responsible and paid to the City.
   (Example: see Policy Criteria Policy 1.2)

2. Part II Policy Criteria

   ***1.2 Collection of per-participant user fee***

   *Policy*
   That Youth teams (17 yrs. and under) participating in organized sports (soccer, baseball, softball, football, lacrosse and rugby) be charged a per- participant fee for athletic field use. This fee will be collected once a season by the sport body responsible and paid to the City one month after the season start date.

   *Rational/Procedure*
   The per- participant fee is an alternative to the per- booking fee. The sport body will charge the individual participant once a season. The sport body responsible pays the City for athletic field use.

**The addition below (#3) refers to all fees and charges not only the per-participant fee**

3. **1.3 Delinquent fee payment**

   *Policy*

That only those associations, groups or individual participants who have met the user fee requirements set out this policy will be granted access to City facilities or athletic fields.

*Rational/Procedure*
Policy clarifies consequences for delinquent fee payment.