



## CITY OF BEVERLY HILLS STAFF REPORT

**Meeting Date:** July 7, 2009

**To:** Honorable Mayor and City Council

**From:** Steven Zoet, Assistant Director of Community Services/  
Recreation & Parks   
Teri Angel, Recreation Services Manager

**Subject:** Youth Sports Fees

**Attachments:** Proposed Participant and Field Usage Fees per Organization  
Current Youth Sports Policies Checklist

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### INTRODUCTION

For the past several months, staff and the Recreation and Parks Commission have been in discussion regarding assessing a fee to youth sports organizations. At the April 1, 2009 presentation to City Council, staff and Recreation and Parks Commission liaisons were directed to meet with each of the youth sports organizations for further input, followed by a meeting with the appropriate City Council liaisons for final discussion and recommendation. Since our initial presentation to City Council, staff have had formal meetings with representatives of the various leagues and endeavored to keep them apprised of the process. Staff engaged in numerous conversations to assure an understanding of our need and purpose to impose fees and to allow their input and the sharing of any information they wished to convey.

Following is the revised recommendation for City Council consideration based on the meetings held with the youth sports organizations on June 3 and 4 and the June 22, 2009 meeting between staff and Commission/Council liaisons.

- 1) A \$10 resident / \$30 non-resident participant fee is charged per player/per sport.
- 2) Organizations must maintain a 60%/40% resident/non-resident ratio with a \$50 per player surcharge fee charged to the affected league for every non-resident over the specified cap.
- 3) A \$4 per hour field/facility fee for all City and School District use.

In addition, other items in consideration with the recommendation are:

- Due to a majority of the registration fees already collected by the American Youth Soccer Organization (AYSO) for their upcoming season, 70% of the recommended fees would be charged for any registration taken up to the date of fee approval. Any subsequent registration will be charged the full fees.

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- Any organization requesting to conduct a tournament in which a participation fee is collected will be charged the public field/facility rental fee as listed in the City's Fees and Charges Schedule.
- The City will require a complete address of each player and proof of residency as verified through a utility bill or other acceptable form of verification as determined by the City. Any PO Box or incomplete submission that is not a residential address will be treated as non-resident status.
- Complete compliance with the established Youth Sports Policies will be required. In particular, the City will reiterate:
  - Policy #1B – Roster of Board members will be provided each season, including name, title, address, and city/zip. A majority of Board members (50% plus 1) must be Beverly Hills residents with any group being permitted to petition the Recreation and Parks Commission/staff for a waiver.
  - Policy#5A – Financial statement(s) must be provided every year, including the starting balance, expenditures, revenues and amassed funds. (Tournament funds and capital accounts will also be included in this Policy.) The City will determine the required format in which the financial information must be submitted.
- Failure to submit the requirements set forth will result in the delay or denial of a field/facility usage permit for the current or upcoming season until such time that all specified requirements are met.

## Discussion

The issue of charging a fee to youth sports organizations utilizing City and School District fields and facilities subject to the City's control in accordance with the Joint Powers Agreement has been in discussion for several years. Due to the current economic climate creating the need to generate additional revenue and the increasing costs associated with the upkeep and maintenance of City athletic fields and facilities, staff proposed the assessment of a fee to the community's youth sports organizations to aid in the partial cost recovery of incurred support expenses.

After approval of two options at the March 24, 2009 Commission meeting, a presentation on the assessment of a youth sports fee was made to City Council on April 1, 2009. The recommendation was two options for Council to consider separately or as a combination of the two. It included an hourly field/facility rate of \$35 per hour with a \$10 cancellation fee and a 60%/40% resident/non-resident cap with a fee associated if an organization went above the non-resident percentage. Based on their collective usage requests and registration information, this option was estimated to produce approximately \$288,000 in revenue. The second option included a \$40 resident / \$50 non-resident participant fee. Based on their most recently provided registration numbers, this option would have resulted in approximately \$196,000 in revenue. Annual field maintenance costs have been estimated to be \$378,416. No administrative overhead expenses have been factored into our support of their operations.

After direction from Council to receive input from the youth sports organizations and to meet with City Council liaisons prior to bringing this matter back for your consideration a lower per participant (\$10 resident / \$30 non-resident) and hourly field usage fee (\$4 per

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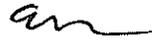
hour) has been recommended which would result in approximately \$120,000 in revenue. The approximate cost to each organization is estimated on the attached document.

**RECOMMENDATION**

Staff seeks direction from City Council on this matter in anticipation of the City Council's action to adopt these fees at the formal session on July 7, 2009. Staff will provide whatever clarification or further information is necessary to aid you in your decision.

Attachments

Steve Miller  
Approved By



# Proposed Youth Sports Fees

FY 09/10

## TOTAL FEE PER ORGANIZATION

	Total number of Resident Participants	Total Resident Fees (\$10/Resident)	Total number of Non-Resident Participants	Total Non-Resident Fees (\$30/Non-Resident)	% Non-Resident	# of Non-Resident Participants over 40% Cap	\$50 per Participant over the 40% cap	Season Hourly Use	\$4/Hr. Field Use Fee - Seasonal	Post Season Hourly Use	\$4/Hr. Field Use Fee - Post Season	Total Hourly Use	\$4/Hr. Field Use Fee	TOTAL Fees Per Organization
AYSO	1,123	\$11,230	1,196	\$35,880	51.6%	268	\$13,400	2,925	\$11,700	255	\$1,020	3,180	\$12,720	\$73,230
Little League	408	\$4,080	296	\$8,880	42.0%	15	\$750	2,225	\$8,900	50	\$200	2,275	\$9,100	\$22,810
Basketball League	940	\$9,400	365	\$10,950	28.0%	0	\$0	1,225	\$4,900	0	\$0	1,225	\$4,900	\$25,250
Lacrosse Club	26	\$260	14	\$420	35.0%	0	\$0	118	\$472	30	\$120	148	\$592	\$1,272
Dynamo Sports Club	20	\$200	12	\$360	37.5%	0	\$0	384	\$1,536	510	\$2,040	894	\$3,576	\$4,136
Football League	16	\$160	14	\$420	46.7%	2	\$100	105	\$420	15	\$60	120	\$480	\$1,160
Triathlon Club	16	\$160	3	\$90	15.8%	0	\$0	0	\$0	0	\$0	0	\$0	\$250
<b>TOTAL</b>	<b>2,549</b>	<b>\$25,490</b>	<b>1,900</b>	<b>\$57,000</b>	<b>42.7%</b>	<b>285</b>	<b>\$14,250</b>	<b>6,982</b>	<b>\$27,928</b>	<b>860</b>	<b>\$3,440</b>	<b>7,842</b>	<b>\$31,368</b>	<b>\$128,108</b>

CITY OF BEVERLY HILLS  
YOUTH SPORTS POLICIES  
CHECKLIST

Organization \_\_\_\_\_ as of \_\_\_\_\_  
Due prior to the season and before a usage permit will be issued:

Policy #1 - Board of Directors

- A. \_\_\_\_\_ Provide a mission statement and a copy of by-laws which specify a process by which Board Members are elected to lead the organization.
- B. \_\_\_\_\_ Roster of Board members shall be provided each season, including name, title, address, and city/zip. A majority of Board members (50% plus 1) must be Beverly Hills residents. All elected officers of the organization must be Beverly Hills residents with any group being permitted to petition the Recreation and Parks Commission/staff for a waiver.
- C. \_\_\_\_\_ Staff notified of Board meetings which will allow for periodic attendance at meetings.
- D. \_\_\_\_\_ A Board member is required to attend periodic Sports Council meetings coordinated by the City.

Policy #2 - Youth Sports Enrollment Statistics

- A. \_\_\_\_\_ Require priority enrollment to Beverly Hills residents before accepting non-residents into the league.
- B. \_\_\_\_\_ If a division in a league cannot be conducted without involving participation from players outside the local league (this sometimes occurs with the older age divisions), then the percentage of games/practices taking place on City and/or School District facilities should be equal to the demographics of that division (i.e. if the division is comprised of 25% Beverly Hills residents, then only 25% of the games/practices should take place on City/School District facilities).
- C. \_\_\_\_\_ Staff to review specific field usage for each league for approval of appropriate use.

Policy #3 - Privacy/Participant Registration

- A. \_\_\_\_\_ Make available participant rosters for City review, at the beginning of each season. Rosters are to include participant's registration number, address and zip code.
- B. \_\_\_\_\_ One month into the season, a final set of rosters shall be made available for the City to review.

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Policy #4 - Registration Fees

- A. \_\_\_\_\_ Advise staff of league fees prior to the beginning of each season. Significant registration fee increases must be justified in writing, reviewed and approved by the Recreation and Parks Department.
- B. \_\_\_\_\_ The League's registration form must include a disclaimer indicating that the City of Beverly Hills is not involved in the collection of league fees.

Policy #5 - Financial Disclosure

- A. \_\_\_\_\_ Financial statement must be provided every year, including the starting base, expenditures, revenues and amassed funds.
- B. \_\_\_\_\_ A financial summary statement should be posted or available to membership when requested.
- C. \_\_\_\_\_ Organization must provide verification of current non-profit status before a permit is issued.

Policy # 6 - Compensation to Youth Sports Board Members

- A. \_\_\_\_\_ The Commission and staff requires youth sports Board members or administrator to be volunteers, providing services without compensation.