

ACTION SHEET
CITY COUNCIL COMMITTEE MEETING OF 03/26/14
ITEM FROM FINANCE COMMITTEE MEETING OF 03/17/14

ISSUE:

24. Request for Approval of an Ordinance Relating to Tournament Fees and Adult League Fees at the MRC and City Sports Fields; Amending Subsection 23-4.12 SFCC 1987 to Establish Tournament Fees, Amend the Adult League Fees and to Include Youth League Requirements to be Consistent with Subsection 23-7.5 SFCC 1987; Amending Section 23-7.5 SFCC 1987 to Establish Tournament Fees and to Amend the Adult League Fees; and Making Such Other Stylistic and Grammatical Changes that are Necessary. (Councilor Trujillo) (Jennifer Romero)

Committee Review:

Parks and Open Space Advisory Commission (scheduled)	03/18/14
Public Works Committee (scheduled)	03/24/14
City Council (request for hearing)	03/26/14
City Council (public hearing)	04/30/14

Fiscal Impact – Yes

FINANCE COMMITTEE ACTION: APPROVED AS DISCUSSION ITEM

SPECIAL CONDITIONS OR AMENDMENTS

Approved with amendment see Legislative Summary.

STAFF FOLLOW-UP:

VOTE	FOR	AGAINST	ABSTAIN
COUNCILOR TRUJILLO	X		
COUNCILOR RIVERA	X		
COUNCILOR LINDELL	Excused		
COUNCILOR MAESTAS	X		
CHAIRPERSON DOMINGUEZ			

3-17/14/FCMissue

City of Santa Fe, New Mexico

LEGISLATIVE SUMMARY

BILL NO. 2014-12

Tournament Fees

SPONSOR(S): Councilor Ronald S. Trujillo

SUMMARY: The bill relates to tournament fees and adult league fees at the MRC and city sports fields; amending Subsection 23-4.12 SFCC 1987 to establish tournament fees, amend the adult league fees and to include youth league requirements to be consistent with Subsection 23-7.5 SFCC 1987; amending Section 23-7.5 SFCC 1987 to establish tournament fees and to amend the adult league fees; and making such other stylistic and grammatical changes that are necessary.

At the March 17, 2014 Finance Committee meeting, the Committee recommended an amendment to the bill that would require that the Ordinance be reviewed in March of 2015.

The table below outlines the proposed changes.

<u>ADULT LEAGUE FEE DESCRIPTION</u>	<u>CURRENT FEES CHARGED</u>	<u>PROPOSED FEES</u>
PER PLAYER FEE TO FIELD A TEAM PLUS 1 ALTERNATE (AS PER ORD. 2013-26)	\$25	\$25
TEAM FEE (AS PER ORD. 2013-26)	\$100	\$0
<u>TOURNAMENT FEE RATES</u>	<u>CURRENT FEES</u>	<u>PROPOSED FEES</u>
PERMIT FEE	\$25	\$25 FLAT FEE, PER TEAM (per tournament)
FIELD USE FEE (PER FIELD)	\$75	
LIGHTING FEE (PER HOUR, PER FIELD)	\$30	
CLEAN UP FEE (NON REFUNDABLE)	\$150	
SUPERVISORY FEE (PER HOUR)	\$60	

Adult League Fee EXAMPLE:

It takes 9 players to field a team for Baseball, plus 1 alternate.

Current Fees Charged:

\$25 per player x 10 players = \$250 x 10 teams = **\$2,500**

Plus, if the baseball league has 10 teams, each team pays the following:

\$100 team fee x 10 teams = **\$1000**

Total fees paid: **\$3,500**

NEW Proposed Adult League Fees:

Based on baseball scenario above, request to only charge the following:

\$25 per player x 10 players = \$250 x 10 teams = **\$2,500**

Omit \$100 team fee charged

Total fees paid: **\$2,500**

Current Tournament Fee Rates:

- \$25 permit fee
- \$150 clean up fee (non refundable)
- \$75 per field per day
- \$30 per hour per field –light fee
- \$60 supervisory fee to line fields a second time (never used)

EXAMPLE: Based on Rates above:

- IF the league hosts a 2 day tournament they would pay:
 - \$25 permit fee
 - $\$75 \times 4 \text{ fields} \times 2 \text{ days} = \600
 - \$150 clean up fee
 - $\$30 \text{ per hour} \times 2 \text{ hours} \times 4 \text{ fields} \times 2 \text{ days} = \480
 - **Total: \$1,255**

NEW Tournament Fee Proposal:

- IF the adult league has 50 teams x \$25 per team = **\$1,250**
- IF the adult league has 75 teams x \$25 per team = **\$1,875**

PREPARED BY: Jennifer Romero, MRC Information Coordinator
Rebecca Seligman, Legislative Liaison Assistant

DATE: March 18, 2014

ATTACHMENTS: Amendment Sheet
Bill
FIR

CITY OF SANTA FE, NEW MEXICO
PROPOSED AMENDMENT(S) TO BILL NO. 2014-12
Tournament Fees

Mayor and Members of the City Council:

I propose the following amendment(s) to Bill No. 2014-12:

1. On page 8, line 1, *insert* the following section:

“Section 4. Review. This Ordinance shall be reviewed by the Finance Committee and the Governing Body in March of 2015.

Respectfully submitted,

Finance Committee

ADOPTED: _____

NOT ADOPTED: _____

DATE: _____

Yolanda Y. Vigil, City Clerk

1 CITY OF SANTA FE, NEW MEXICO

2 BILL NO. 2014-12

3 INTRODUCED BY:

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5 Councilor Ronald S. Trujillo

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10 AN ORDINANCE

11 RELATING TO TOURNAMENT FEES AND ADULT LEAGUE FEES AT THE MRC AND
12 CITY SPORTS FIELDS; AMENDING SUBSECTION 23-4.12 SFCC 1987 TO ESTABLISH
13 TOURNAMENT FEES, AMEND THE ADULT LEAGUE FEES AND TO INCLUDE YOUTH
14 LEAGUE REQUIREMENTS TO BE CONSISTENT WITH SUBSECTION 23-7.5 SFCC 1987;
15 AMENDING SECTION 23-7.5 SFCC 1987 TO ESTABLISH TOURNAMENT FEES AND TO
16 AMEND THE ADULT LEAGUE FEES; AND MAKING SUCH OTHER STYLISTIC AND
17 GRAMMATICAL CHANGES THAT ARE NECESSARY.

18
19 BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SANTA FE:

20 Section 1. Section 23-4.13 SFCC 1987 (being Ord. #2013-26) is amended to read:

21 23-4.12 City Sports Fields; League and School Fees; Requirements.

22 A. *Applicability.* This Section shall apply to the following city of Santa Fe sports fields:

- 23 (1) Alto Park;
- 24 (2) Ashbaugh Park;
- 25 (3) Fort Marcy Park (ball field);

- 1 (4) Franklin Miles Park;
- 2 (5) Herb Martinez Park;
- 3 (6) Larragoite Park;
- 4 (7) Magers Field;
- 5 (8) Monica Lucero Park;
- 6 (9) Patrick Smith Park;
- 7 (10) Ragle Park;
- 8 (11) Salvador Perez Park;
- 9 (12) Sweeney School (soccer field);
- 10 (13) Villa Linda Park; and
- 11 (14) Wood Gormley School (soccer field).

12 B. *League Fees.* For use of the city of Santa Fe sports fields identified in paragraph A.,
13 above:

14 (1) Youth league, including a school, means a non-profit entity that organizes
15 and runs programs for youth, up to the age of 18, for any sport or recreation activity.

16 (a) Each youth league and school shall be assessed a one hundred dollar
17 (\$100.00) permit fee per season, per sport or recreation activity.

18 (b) Each youth league and school shall provide representatives from
19 their respective league and school to participate in an annual sports field clean-up
20 day(s) organized by the city of Santa Fe. The details of the sports field clean-up
21 day(s), including the dates, location and manner of tracking participation by the
22 leagues and schools shall be adopted by separate resolution of the governing body.

23 (2) Adult league means a non-profit entity that organizes and runs programs for
24 adults, over the age of 18, for a season, for any sport or recreation activity. Each adult league
25 shall be assessed the following fees, per season, and such fees are inclusive of one end of

1 season tournament: [one hundred dollar (\$100) fee per team per year for field
2 maintenance/utilities, plus]

3 (a) twenty-five dollar (\$25.00) fee per player, [per year] necessary to
4 field a team according to each individual league; and

5 (b) twenty-five dollar (\$25.00) fee for one (1) alternate player per team.

6 (3) League fees collected pursuant to this Section shall be deposited into a
7 dedicated sports field maintenance fund to be used in conjunction with annual budgeted
8 sports field maintenance amounts from the general fund.

9 C. Tournament Fees. The city shall assess a tournament fee of \$25.00 per team, per
10 tournament, for the use of city of Santa Fe sports fields. This paragraph does not apply to season
11 adult league tournaments specified in paragraph B., above.

12 D. Requirements.

13 (1) On an annual basis, beginning in January, each league and school shall
14 submit a letter of request to the city that specifies the:

15 (a) Type of sport;

16 (b) Number of participants and age groups being served;

17 (c) Estimated number of days and hours needed for field use for the
18 season;

19 (d) Mission and goals of the league or school; and

20 (f) General yearly budget that includes a general statement of financial
21 condition of the league.

22 (g) If applicable, the number of scholarships distributed for sports
23 registration fees for the year before, and the estimated number of scholarships for
24 sports registration fees available for the current year.

25 (2) Each league and school shall include with the letter of request, the following

1 documents:

2 (a) Statement that reflects the general financial standing of the
3 league or school that is applicable to the sports league from:

4 (i) a certified public accountant; or

5 (ii) the national organization which the league or school
6 belongs to; or

7 (iii) the tax returns of the league or school;

8 (b) Code of conduct; and

9 (c) Bylaws or other document demonstrating how the league or school
10 was organized and operates.

11 (3) Each youth league shall provide the parent(s) or guardian(s) of the participant
12 the following documents:

13 (a) Copy of the league or school's letter of request to the city, with
14 supporting documents;

15 (b) Summary of the city's costs to maintain each sports field, which
16 shall be provided by the city to each league and school; and

17 (c) Copy of educational material provided by the city related to the
18 disposal of solid waste and recycling which outlines the leagues and schools
19 responsibility to dispose of solid waste and promote recycling.

20 (4) All leagues and schools shall be responsible, on an as-used basis, for clean-
21 up of trash and litter directly related to their use of a sports field. The clean-up shall include
22 proper separation of recyclables from trash."

23 ~~D~~E. *Noncompliance.* A league or school that does not comply with the requirements of
24 Section 23-4.12 SFCC 1987 shall not be granted a permit to use city sports fields or the league or
25 school permit may be suspended.

1 [E]F. *Priority of Use of City Sports Fields, other than the MRC Sports Fields.* City sports
2 fields shall be prioritized for youth league and school use.

3 **Section 2. Section 23-7.5 SFCC 1987 (being Ord. #2013-26) is amended to read:**

4 **23-7.5 MRC Sports Fields; Fees; Requirements; Priority for Use.**

5 A. *Youth League Fees.* Youth league, including a school, means a non-profit entity that
6 organizes and runs programs for youth, up to the age of 18, for any sport or recreation activity.

7 (1) Each youth league and school shall be assessed a one hundred dollar
8 (\$100.00) permit fee per season, per sport or recreation activity.

9 (2) Each youth league and school shall provide representatives from their
10 respective league and school to participate in an annual sports field clean-up day(s) organized
11 by the city of Santa Fe. The details of the sports field clean-up day(s), including the dates,
12 location and manner of tracking participation by the leagues and schools shall be adopted by
13 separate resolution of the governing body.

14 B. *Adult League Fees.* Adult league means a non-profit entity that organizes and runs
15 programs for adults over the age of 18 years old for a season, for any sport or recreation activity.

16 ~~[Adult league fees assessed by the city for use of the MRC sports fields shall be one hundred dollar~~
17 ~~(\$100) fee per team, per year for field maintenance/utilities, plus]~~ Each adult league shall be assessed
18 the following fees, per season, and such fees are inclusive of one end of season tournament:

19 (1) twenty-five dollar (\$25.00) fee per player, ~~[per year,]~~ necessary to field a
20 team according to each individual league; and

21 (2) twenty-five dollar (\$25.00) fee for one (1) alternate player per team.

22 C. *Tournament Fees.* The city shall assess a tournament fee of \$25.00 per team, per
23 tournament, for the use of city of Santa Fe sports fields at the MRC. This paragraph does not apply to
24 season adult league tournaments specified in paragraph B., above.

25 D. *League Requirements.*

1 (1) On an annual basis, beginning in January, each league and school shall
2 submit a letter of request to the city that specifies the:

- 3 (a) Type of sport;
- 4 (b) Number of participants and age groups being served;
- 5 (c) Estimated number of days and hours needed for field use for the
6 season;
- 7 (d) Mission and goals of the league or school; and
- 8 (f) General yearly budget that includes a general statement of financial
9 condition of the league.
- 10 (g) If applicable, the number of scholarships distributed for sports
11 registration fees for the year before, and the estimated number of scholarships for
12 sports registration fees available for the current year.

13 (2) Each league and school shall include with the letter of request, the following
14 documents:

- 15 (a) Statement that reflects the general financial standing of the
16 league or school from:
 - 17 (i) a certified public accountant; or
 - 18 (ii) the national organization which the league or school
19 belongs to; or
 - 20 (iii) the tax returns of the league or school;
- 21 (b) Code of conduct; and
- 22 (c) Bylaws or other document demonstrating how the league or school
23 was organized and operates.

24 (3) Each youth league shall provide the parent(s) or guardian(s) of the participant
25 the following documents:

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(a) Copy of the league or school's letter of request to the city, with supporting documents;

(b) Summary of the city's costs to maintain each sports field, which shall be provided by the city to each league and school; and

(c) Copy of educational material provided by the city related to the disposal of solid waste and recycling which outlines the leagues and schools responsibility to dispose of solid waste and promote recycling.

(3) All leagues and schools shall be responsible, on an as-used basis, for clean-up of trash and litter directly related to their use of a sports field. The clean-up shall include proper separation of recyclables from trash.

~~[D. Individual User Fee. An annual twenty five dollar (\$25.00) fee shall be assessed by the city for each adult participant. Such fee shall allow for unlimited non-league participation at the MRC for one (1) year.]~~

~~[E]D. Priority of Use of MRC Sports Fields.~~

(1) MRC sports fields shall be prioritized for adult leagues with youth league use scheduled pursuant to paragraph (2) below.

(2) When other city sports fields are unavailable to accommodate youth leagues or youth tournaments, on a particular day, weekend or week, and the MRC fields are not scheduled for use for that particular day, weekend or week, then the MRC fields may be made available to provide a field for such event at a pro-rated MRC fee.

F. *Noncompliance.* A league or school that does not comply with the requirements of Article 23-7 SFCC 1987 shall not be granted a permit to use sports fields at the MRC or the league or school permit may be suspended.

Section 3. Effective Date. This Ordinance shall become effective immediately upon adoption.

1 APPROVED AS TO FORM:

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Kelley A. Brennan

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KELLEY A. BRENNAN, INTERIM CITY ATTORNEY

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M/Melissa/Bills 2014/Tournament Fees

City of Santa Fe Fiscal Impact Report (FIR)

This Fiscal Impact Report (FIR) shall be completed for each proposed bill or resolution as to its direct impact upon the City's operating budget and is intended for use by any of the standing committees of and the Governing Body of the City of Santa Fe. Bills or resolutions with no fiscal impact still require a completed FIR. Bills or resolutions with a fiscal impact must be reviewed by the Finance Committee. Bills or resolutions without a fiscal impact generally do not require review by the Finance Committee unless the subject of the bill or resolution is financial in nature.

Section A. General Information

(Check) Bill: X Resolution: _____
(A single FIR may be used for related bills and/or resolutions)

Short Title(s): AN ORDINANCE RELATING TO TOURNAMENT FEES AND ADULT LEAGUE FEES AT THE MRC AND CITY SPORTS FIELDS; AMENDING SUBSECTION 23-4.12 SFCC 1987 TO ESTABLISH TOURNAMENT FEES, AMEND THE ADULT LEAGUE FEES AND TO INCLUDE YOUTH LEAGUE REQUIREMENTS TO BE CONSISTENT WITH SUBSECTION 23-7.5 SFCC 1987; AMENDING SECTION 23-7.5 SFCC 1987 TO ESTABLISH TOURNAMENT FEES AND TO AMEND THE ADULT LEAGUE FEES; AND MAKING SUCH OTHER STYLISTIC AND GRAMMATICAL CHANGES THAT ARE NECESSARY.

Sponsor(s): Councilor Trujillo
Reviewing Department(s): Public Works
Person Completing FIR: Jennifer Romero Date: 02/04/14 Phone: 955-4465

Reviewed by City Attorney: *Kathy A. Brennan* Date: 3/12/14
(Signature)

Reviewed by Finance Director: _____ Date: 3/12/14
(Signature)

Section B. Summary

Briefly explain the purpose and major provisions of the bill/resolution.

The proposed bill is a revision to ordinance 2013-26 directing city staff to charge and collect adult league fees and tournament fees as they apply per the ordinance.

Section C. Fiscal Impact

Note: Financial information on this FIR does not directly translate into a City of Santa Fe budget increase. For a budget increase, the following are required:

- a. The item must be on the agenda at the Finance Committee and City Council as a "Request for Approval of a City of Santa Fe Budget Increase" with a definitive funding source (could be same item and same time as bill/resolution)
- b. Detailed budget information must be attached as to fund, business units, and line item, amounts, and explanations (similar to annual requests for budget)
- c. Detailed personnel forms must be attached as to range, salary, and benefit allocation and signed by Human Resource Department for each new position(s) requested (prorated for period to be employed by fiscal year)*

1. Projected Expenditures:

- a. Indicate Fiscal Year(s) affected – usually current fiscal year and following fiscal year (i.e., FY 03/04 and FY 04/05)
- b. Indicate: "A" if current budget and level of staffing will absorb the costs
"N" if new, additional, or increased budget or staffing will be required
- c. Indicate: "R" – if recurring annual costs
"NR" if one-time, non-recurring costs, such as start-up, contract or equipment costs
- d. Attach additional projection schedules if two years does not adequately project revenue and cost patterns
- e. Costs may be netted or shown as an offset if some cost savings are projected (explain in Section 3 Narrative)

_____ Check here if no fiscal impact

Column #:	1	2	3	4	5	6	7	8
Expenditure Classification	FY 12/13	"A" Costs Absorbed or "N" New Budget Required	"R" Costs Recurring or "NR" Non- recurring	FY 14/15 projected	"A" Costs Absorbed or "N" New Budget Required	"R" Costs - Recurring or "NR" Non- recurring	Fund Affected	
Personnel*	\$ 80,000	A	R	\$ 110,880	A	R	12112	
Fringe**	\$			\$				
Capital Outlay	\$			\$				
Land/ Building	\$			\$				
Professional Services	\$			\$				
All Other Operating Costs	\$128,250			\$158,250	A	R	12112 & 32754	
Total:	\$ 208,250			\$269,130				

* Any indication that additional staffing would be required must be reviewed and approved in advance by the City Manager by attached memo before release of FIR to committees. **For fringe benefits contact the Finance Dept.

2. Revenue Sources:

- a. To indicate new revenues and/or
- b. Required for costs for which new expenditure budget is proposed above in item 1.

Column #:	1	2	3	4	5	6
Type of Revenue	FY 12/13	"R" Costs Recurring or "NR" Non- recurring	FY 14/15 projected	"R" Costs - Recurring or "NR" Non- recurring	Fund Affected	
Adult League Tournament Fees (MRC)	\$ 2,565	R	\$0	R	51600.433751	
League Team Fees (MRC)	\$13,000		\$0		51600.433804	
League Team Fees (City Parks)	\$5,225		\$0		21704.451100	
Total:	\$20,790		\$ 0			

3. Expenditure/Revenue Narrative:

Explain revenue source(s). Include revenue calculations, grant(s) available, anticipated date of receipt of revenues/grants, etc. Explain expenditures, grant match(s), justify personnel increase(s), detail capital and operating uses, etc. (Attach supplemental page, if necessary.)

N/A

Section D. General Narrative

1. Conflicts: Does this proposed bill/resolution duplicate/conflict with/companion to/relate to any City code, approved ordinance or resolution, other adopted policies or proposed legislation? Include details of city adopted laws/ordinance/resolutions and dates. Summarize the relationships, conflicts or overlaps.

Change to ordinance 2013-26

2. Consequences of Not Enacting This Bill/Resolution:

Are there consequences of not enacting this bill/resolution? If so, describe.

N/A

3. Technical Issues:

Are there incorrect citations of law, drafting errors or other problems? Are there any amendments that should be considered? Are there any other alternatives which should be considered? If so, describe.

N/A

4. Community Impact:

Briefly describe the major positive or negative effects the Bill/Resolution might have on the community including, but not limited to, businesses, neighborhoods, families, social service providers and other institutions such as schools, churches, etc.

Positive impact would include increase in sports tournament activity at the MRC and increase participation of adult league activity at both the MRC and other City Park field locations.

Form adopted: 01/12/05; revised 8/24/05