



# City of San Leandro

Meeting Date: January 5, 2015

## Staff Report

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**File Number:** 14-561

**Agenda Section:** CONSENT CALENDAR

**Agenda Number:** 8.C.

**TO:** City Council

**FROM:** Chris Zapata  
City Manager

**BY:** Breyana Riggsbee  
Acting Recreation and Human Services Director

**FINANCE REVIEW:** David Baum  
Finance Director

**TITLE:** Staff Report for Resolution Authorizing Appropriation for Youth Sports Facility and Program Enhancement for FY2014-15.

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### SUMMARY AND RECOMMENDATIONS

Staff recommends that the City Council approve a resolution appropriating funds to establish a one-time Youth Sports Facility and Program Enhancement of \$30,000 for FY2014-15 to assist organizations with established hardships and to supplement field renovation projects.

### BACKGROUND

On October 28, 2014 the Mayor and City Council announced that the City had secured nearly \$1.4 million from the State to enhance park and open space. The grant funding will be allocated to fund projects at two community parks: Siempre Verde Park and Thrasher Park, as well as to create a new interactive art exhibit in the heart of downtown.

The Youth Sports Facility and Program Enhancement will designate an additional \$30,000 towards program and facility improvements to benefit the community during the upcoming 2015 field season.

### Analysis

The one-time Youth Sports Facility and Program Enhancement will designate \$15,000 to directly subsidize the field rental fees for Youth Sports Non-Profit agencies who have established a financial hardship. An application process will invite qualifying agencies to apply for a 50% field use subsidy for the 2015 field season. The subsidy will be available to all non-profit 501(c)3 organizations who serve San Leandro youth and use City fields for organized play.

The remaining \$15,000 would be used to supplement the current renovations scheduled for Thrasher Park. Thrasher Park is already scheduled to receive modernized play equipment and a taller safety fence to prevent balls from entering the play area. These renovations were made possible through a portion of the \$1.4 million grant received for park renovations. The supplemental funds provided through Youth Sports Facility and Program Enhancement

(\$15,000) would include the addition of an expanded dug out and shade structure.

The Youth Sports Facility and Program Enhancement will benefit those youth sports organizations with the greatest need by minimizing the financial impact to those with hardships while establishing a park improvement project that will benefit the park and field users and the community as a whole.

**Fiscal Impacts**

The cost of the Youth Sports Facility and Program Enhancement totals \$30,000:

\$15,000 - Hardship Assistance Program for non-profit Youth Sports Leagues

\$15,000 - Facility Enhancement at Thrasher Park

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\$30,000 Total

**Budget Authority**

Appropriation of \$15,000 for the park renovation portion of the facility enhancement must be allocated from the Economic Uncertainty Reserves. The fee structure as adopted in the Master Fee Schedule will be waived by 50% for qualifying non-profit organizations resulting in a \$15,000 reduction in revenue collected.

**PREPARED BY:** Breyana Riggsbee, Recreation and Human Services Acting Director,  
Recreation and Human Services Department



**Official Use Only:**

Documents Verified

Approved:  Denied:

Approved by: \_\_\_\_\_

Initials

Date: \_\_\_\_\_

## 2015 Hardship Assistance Application

Organization Name: \_\_\_\_\_ Non-Profit Id # \_\_\_\_\_

Organization Contact: \_\_\_\_\_ ( ) \_\_\_\_\_

First

Last

Email

Phone Number

Address: \_\_\_\_\_

Street Address

City

State

Zip Code

The purpose of the Hardship Assistance Program (HAP) is to provide reduced field fees to non-profit organizations serving San Leandro youth. To obtain a one-time adjustment towards field rental fees the organization must claim a financial hardship for the 2014-15 fiscal year. To determine your eligibility you are required to submit the completed HAP application and provide any additional information required to: Lydia Rodriguez, Recreation Supervisor

If your application is approved by the San Leandro Recreation and Human Services Department your organization will be eligible to receive a **50% reduction** in the 2015 field season up to a maximum of \$3,000.00 per organization per fiscal year.

**Application Deadline: March 2, 2015.**

Organization Notification of Approval: April 1, 2015

**PLEASE CHECK THE THE FOLLOWING:**

**Yes**

**No**

Are you a San Leandro Youth Non-Profit Organization?

Can you provide a valid 501(c)3?

Are you able to provide player rosters to the City of San Leandro if requested?

Does your organization serve 50% or more San Leandro youth residents?

**The information I have provided in this application is true and correct to the best of my knowledge. I am aware that this information may be verified by the Federal Government. Please Note: If all information is not provided, your application may be denied. *In the event that the City of San Leandro Recreation and Human Services Department requests additional information or verification, I agree to provide such information as required.***

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

**Official Use Only:**

Determining Official:

Date:



## **HARDSHIP APPLICATION PROGRAM**

The purpose of the Hardship Application Program (HAP) is to provide reduced field rental fees to San Leandro youth non-profit organizations. Funds are limited, and subject to availability each fiscal year.

### **HOW TO APPLY**

The main contact must review and complete all information before signing. Complete the HAP Application form on the reverse side. **Submit the HAP Application, roster with 50% or youth participants, and a current 501(c)3.**

### **VERIFICATION**

A league roster that includes 50% or more San Leandro youth residents to verify your non-profit address must be submitted along with a current 501C3 acceptance letter. **NOTE:** Organizations in the unincorporated area of San Leandro do not pay taxes to the City of San Leandro, therefore they are considered Non-Residents. The information you provide may be checked at any time during the fiscal year.

***In the event that the City of San Leandro Recreation & Human Services Department requests additional information or verification, I agree to provide such information as required.***



# City of San Leandro

Meeting Date: January 5, 2015

## Resolution - Council

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**File Number:** 14-562 **Agenda Section:** CONSENT CALENDAR

**Agenda Number:**

**TO:** City Council

**FROM:** Chris Zapata  
City Manager

**BY:** Breyana Riggsbee  
Acting Recreation and Human Services Director

**FINANCE REVIEW:** David Baum  
Finance Director

**TITLE:** RESOLUTION Appropriating \$30,000 to Youth Sports Facility and Program Enhancement for FY2014-15 (appropriates \$30,000 from the General Fund Economic Uncertainty reserve)

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WHEREAS, the City Council supports youth organizations and recognizes that dedicated youth sports leagues, despite widespread community support, may at times experience financial hardships; and

WHEREAS, the City Council seeks to further support its youth organizations by establishing a hardship program to subsidize field rental fees by waiving the fees set forth in the approved Master Fee Schedule for youth sports organizations, where applicable.

NOW, THEREFORE, the City Council of the City of San Leandro does RESOLVE as follows:

The City Manager is authorized to appropriate \$30,000 from the General Fund Economic Uncertainty reserve; \$15,000 to the Park Maintenance Account 010-62-001 to supplement the renovations to Thrasher Park as specified in staff report 14-561, and \$15,000 in the Youth Subsidy account 010-61-027 for subsidized field rental fees; and

The City Manager is authorized to establish a hardship program to allow for subsidized field rental fees for youth sports organizations that establish a demonstrated need or hardship, as determined by the City Manager, or his designee.