

# Whose Fields Are These Anyway??

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**Dealing with Youth Sport Associations can be a hair raising experience!!**

# Three Areas for a Successful Relationship:

- **Communication**
- **Know your Programs**
- **Facility Use Agreement**
  - **Contract**
  - **Expectations – Who does What?**

# Youth Sport Associations:

- **Very vocal**
- **Political**
- **Territorial**
- **Demanding**
- **Generally a pain in the %&\*!!!**

# Youth Associations can be:

- A great partnership
- Your biggest advocate
- A community leader for your department
- Provide monetary assistance during tough budget times
- Provide great program/service to the community that you are not budgeted & staffed for
- Economic impact generator for your city

Dealing with youth sport association can be:

- Intimidating – usually it is you against many
- One sided – you're always the bad guy
- A no win situation – they provide a service to the youth and you are always interfering



As Recreation Professionals we create  
“Community” through:

- **People – our staff, volunteers and customers**
- **Places – the facilities we program & monitor**
- **Programs – service we provide**
- **Partnerships – School Districts, Youth Associations, businesses, etc**

# Communication

- ▶ Get to know Your Customer
  - ▶ Visit with user groups
    - ▶ Phone
    - ▶ Email
    - ▶ In person
    - ▶ Quarterly meetings
- ▶ Be open to new ideas or suggestions
- ▶ Outline expectations for facility use



# Know Your Programs

- Know the seasons and the flow of programs as your facility
- Move programs around so the needs are met for all user groups
- Provide feedback to user groups so everyone is on the same page.
- Keep in mind that this partnership is always going to be a little one sided!

# A Facility Use Agreement is the first step in creating a Partnerships

- ▶ Facility Use Agreements are the binding bond between you and one or more youth sports associations.
- ▶ Where do you find the perfect youth sports agreement? Hopefully here amongst your peers.

# Key Elements of an Use Agreement

- General Usage Guidelines
- City Obligations
- Association Obligations/Requirements
- Fees
- Concession Responsibilities
- Check List
- Tournament Use
- Select Teams
- Legal

# General Use Guidelines

- ▶ Time period the agreement covers
- ▶ Define the season
- ▶ Define dead periods for maintenance purposes
- ▶ Make sure it is noted that the fields are the “Property of the City” and are there for the benefit of all the citizens

# General Use Guidelines con't

- ▶ Association shall not assign/rent out without permission from the city
- ▶ Note that association understands that their usage is nonexclusive
- ▶ The city has the right to program facility when it is not in use
- ▶ Include tournament usage requirements
- ▶ Spell out how facilities will be shared if applicable

# City Obligations

- List all maintenance functions that the city will be responsible for
- Any extra services, like:
  - a. Advertising association registration, tournament and league info in your PARD program publications
  - b. Provide meeting space for board meetings
  - c. Direct/answer questions for the association
  - d. Any other service that you can provide that will foster and strengthen the partnership

# Association Obligations

- ▶ Spell out their maintenance responsibilities. **Association will pick up their trash!!!**  
(include throughout)
- ▶ Spell all City Ordinances that relate to their operations
- ▶ Inclement weather use policy
- ▶ Make-up game notification policy
- ▶ Non discrimination clause
- ▶ Insurance requirements 1 million minimum
- ▶ Criminal background checks

# FEES

- This is usually the most controversial issue when dealing with assoc.
- While we will never experience total cost recovery, it is essential that we offset a portion of our subsidy.
- Fees are a means of assisting your budget during lean times.



# Concession Stand Usage

- ▶ This is a hot topic with most associations. This privilege is a major revenue source for them. Some things to include are:
  - a) All food and drink prepared, served & sold shall be done so in strict conformity with all city, county, state and federal regulations
  - b) Association is responsible for health inspections and licensing
  - c) Any improvements to the facility must have approval from PARD
  - d) Association shall not enter into any contractual agreements with food/drink purveyors

# Concession Stand Usage con't

- e) If the City has a beverage contract include in the agreement that the assoc will purchase from the city purveyor
- f) Include fees in this section
- g) For this privilege assoc will provide service for all city approved events
- h) Separate insurance requirements
- i) What can and can not be sold

# Check List

Your opportunity to tell the association what is needed and when. Some items you may want are:

- **Current copy of bylaws**
- **Current list of board members with addresses and contact numbers**
- **Copy of the previous year financial statement and proposed budget**
- **Copy of association fee schedule & registration dates**
- **Schedule & location of board meetings**
- **Proof of 501 3C status**

# Check List con't

- Copy of Fidelity Bond
- Copy of league schedule
- Copy of league rosters
- Number of background checks
- Number of coaches certifications
- Association policy & procedure for dealing with emergencies
- Association shall provide minutes from all board meetings to city

# Negotiating/Changing Use Sport Agreements Could be Worse!!!



# Change is Inevitable

- Make change when change is needed
- Analyze fee structure annually
- Know what your utility costs are
- When raising fees do so when needed don't wait forever
- Select teams and leagues will cause change in usage and alter your agreement

- ▶ Certain elements of the agreement will be unique to your community
- ▶ Use your peers and other use agreements to build yours, no need to reinvent the wheel
- ▶ When proposed changes and fee increases occur keep your association in the process...remember this is a partnership!

Questions?

Thank you!!