

## **MEMORANDUM**

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June 3, 2015

**TO:** Honorable Mayor and City Commission

**VIA:** Kenneth Fields, City Manager

**FROM:** Jennifer Nanek, Assistant to the City Manager

**RE:** US Soccer Foundation Grant – Installation of additional lighting at the Soccer Complex on Hunt Brothers Road

**SYNOPSIS:** The submittal of the Application requests \$37,000 for improvements to the Soccer Complex on Hunt Brothers Road. These funds will be for additional lighting on two fields. There is a 50% match requirement which can be spent next fiscal year.

### **RECOMMENDATION**

Staff recommends that City Commission take the following action:

1. Approve the grant application to be submitted to the US Soccer Foundation for lighting improvements to the Soccer Complex.
2. Authorize the City Manager to execute the applications on the City's behalf.

### **BACKGROUND**

When the Soccer Complex was completed in 2008 only 37.5% of the necessary field lighting was installed. As a result, the majority of the complex is not usable after daylight hours. The fields that are currently lit require much more maintenance as they are overused due to the unavailability of the lights on the remaining fields. This grant, if awarded will light an additional 12.5% of the fields by providing two additional light poles.

This application is for the first phase of an effort to light all of the fields. If awarded, the City will match the grant and the project will be completed the next fiscal year. Efforts to find additional funding for the rest of the lights are in progress.

### **OTHER OPTIONS**

Do not approve the application.

### **FISCAL IMPACT**

A match of \$37,000

**ATTACHMENTS**

Fiscal Impact Statement  
Grant Application Draft

**STATEMENT OF FISCAL IMPACT  
US SOCCER FOUNDATION  
ADDITIONAL LIGHTING AT THE SOCCER FIELDS  
(PRIVATE GRANT)**

**PREPARED BY**

**CITY OF LAKE WALES  
FINANCE DEPARTMENT**

**Nature of Statement and Information Disclosed**

This is a statement of fiscal impact has been performed as required by and in accordance with Section 2-802, Article VIII of the City of Lake Wales Code of Ordinances. It is a statement solely for the purpose of analyzing and reporting the fiscal impact on the City of either applying or not applying for this grant, using certain assumptions as indicated herein. No attempt is made to evaluate the Grant Application for suitability to City objectives.

In order to provide an unqualified statement of fiscal impact that can be certified as reasonably full and complete by the Finance Department, certain information must be provided permitting Finance Department personnel to produce a full and complete determination as to all anticipated fiscal impacts. This impact statement was produced using:

- **Memorandum from Jennifer Nanek, Special Projects Manager**
- **Grant Application Package FY 2015-16**

This impact statement represents, in our unqualified opinion, a valid estimate of known present or future impacts anticipated to result from the acceptance of the aforementioned grant.

In some cases, the nature of a fiscal impact is described rather than stated using specific dollar amounts or figures. This is done in order to provide information on the nature of the expected fiscal impact where there simply is not enough information to quantify the impact, or whether the exact amount of the impact depends on the exact type of future events or conditions.

**General Assumptions**

A fiscal impact statement constitutes a forward-looking statement on the acceptance of grant funds and the proper execution of all requirements as set forth in any grant application, agreement, covenants attached to real or tangible property, or other duly enforceable stipulations. In order to produce such a statement, assumptions about future events and conditions must be made.

In any case where a reasonable expectation of a future condition or event has been disclosed or is already known to Finance Department personnel, that information has been used as an Assumption in the fiscal impact statement. Expectations not known or not considered reasonably expected to occur have been excluded from the fiscal impact statement. If an event or condition may occur which would have a material and *direct* fiscal impact, but is not reasonably expected to occur, it is disclosed in the fiscal impact statement.

General Assumptions are made in this fiscal impact statement that the City Staff executing the grant program already possess the required knowledge and expertise to expertly perform all of the requirements of the grant, and that the information provided to prepare this impact statement is true and correct. It is also assumed that no outside events will create a positive or negative influence on the grant program, and that there will be no changes in the legal, operational, or economic environment in which the grant program, and the City as whole, operates, except as disclosed herein.

**Current Fiscal Impacts**

***Impacts on Revenue***

Grant funding in the amount of \$37,000 plus City matching funding of \$37,000 (impact fees) for total funding equaling \$74,000 towards project costs.

***Impacts on Expenditures***

Estimated project cost of \$74,000 for additional lighting (two light poles) at the soccer fields. Any cost overruns must be borne by the General Fund.

**Future Fiscal Impacts**

***Impacts on Revenue***

N/A

***Impacts on Expenditures***

An increase in electric use.

***Other Future Commitments***

Maintenance costs of the equipment will be the responsibility of the City. Any maintenance relating to these items will be funded by the General Fund.

**Disclosures of Possible Material Future Events**

N/A

**Certification**

We hereby certify that this fiscal impact statement is, to the best of our knowledge, a valid estimate of known present or future impacts anticipated to result from the application and acceptance of the aforementioned grant.

Approved By:



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Dorothy Ecklund, CPA  
Finance Director  
City of Lake Wales



## Organization Information

This page includes all application questions. The next and final page just includes a button to submit your application.

Please upload documentation proving your organization's tax exempt status. \*

File uploads may not work on some mobile devices.

What is your organization's tax-related EIN? \*

Organization Name \*

Address \*

City

State

Zip Code

Primary Contact Name \*

First Name

Last Name

Title \*

Business Phone \*

Cell Phone \*

Primary Contact Email\*

jnanek@cityoflakewales.com

What year was your organization founded?\*

1917

Have you applied for funding from the U.S. Soccer Foundation in the past 5 years?\*

No

Have you been awarded funding by the U.S. Soccer Foundation in the past 5 years?\*

No

Please describe your organization's history and mission (2,500 Character Limit):\*

The City of Lake Wales was founded in 1917, 6 years after the first settlers arrived. From the very beginning our community established parks and recreation areas primarily for the winter residents but also for children. These included Crystal Lake Park, the Tourist Club, ball fields and playground. The City of Lake Wales has partnered with the Lake

Please describe the short and long-term goals and objectives of your organization (2,500 character limit):\*

City of Lake Wales short term recreation goals:

Improve or expand current recreation facilities with better resources including fully lighting the soccer fields.

Develop a Recreation Master Plan to determine what new

Please describe your organization's overall programs and services (2,500 character limit):\*

The City has a variety of recreational facilities available to the public such as multi-modal trails, playgrounds, ball fields, tennis courts, a skate park, pram shed, community centers, a gym and a multi-purpose soccer complex. The City partners with the Lake Wales Soccer Club who for years has been the driving force in promoting soccer in the Lake Wales

Please describe your organization's soccer programming (2,500 character limit):\*

The City of Lake Wales partners with the Lake Wales Soccer Club which offers the soccer programming for the local youth. See the programming by the club in previous section. There are adult players in the area who are not part of the local club that the club and city coordinate with to use the fields. Normally this is at night but due to lack of enough lighting

How many days per week does soccer programming take place?\*

On days with soccer programming, approximately how many hours per day does programming run?\*

What is the competitive nature of your soccer programming (tournaments, leagues, etc.)?\*

Competitive teams are created from those who previously played recreational but desire more training and competition. Teams normally play in the USA Soccer Association league and also participate in various tournaments throughout the state. Examples are at Disney or Auburndale's Lake Myrtle Park or State Cup. The teams are registered through the Florida Youth

How many children participate in the soccer program?\*

Please describe your organizational structure (board, staff, and volunteers):\*

The City of Lake Wales has a City Manager-Commission form of government. It has a 5 member City Commission, 1 of which is the Mayor all elected at-large.  
The Lake Wales Soccer Club has a board of 8 people made up of President, Vice President, Secretary/Treasurer, Registrar, Director of Competitive, Director of Coaching, Board Member

How many full-time employees does your organization have?\*

How many volunteers and/or part-time employees does your organization have?\*

Total number of people in your organization:

Does your organization charge players to participate in programming or to use your field(s)?\*

If so, how much do you charge and why?

Players pay a registration fee which basically helps cover the cost for referees and uniforms. In the fall the fee is \$75 per player and in the Spring is \$35 per player. Users of the field are not charged for use of the field.

Approximately what percentage of your organization's participants are male? Or approximately what percentage of males use (or will use) this field(s)?\*

Approximately what percentage of your organization's participants are female? Or approximately what percentage of females use (or will use) this field(s)?\*

Total Percentage of males and females must equal 100%

100

For the following questions you must enter a number for each of the fields, even if that number is zero (0). The total of all the fields must equal 100 percent.

Approximately what percentage of your organization's participants identify with the following races/ethnicities/nationalities? Or what percentage of participants using the field/complex identify with the following races/ethnicities/nationalities?

African-American\*

American Indian or Native Alaskan\*

Asian\*

Caucasian (Non-Hispanic)\*

Haitian\*

Hispanic/Latino\*

Pacific Islander\*

Other/Multi-ethnic\*

Total percentage must equal 100%

100

For the following questions you must enter a number for each of the fields below, even if that number is zero (0). The total must equal 100 percent.

What percentage of your organization's participants fall into each of the age ranges below? Or what percentage of these age ranges use (or will use) this field(s)?



Under 4\*

5-8\*

9-13\*

14-18\*

Over 18\*

If you are awarded this grant, how many players would your organization be able to serve next season?\*

What is the total number of players your organization currently serves?\*

What is the total number of players your organization served last year?\*

## Safe Places to Play Information

To be eligible for a U.S. Soccer Foundation Safe Places to Play (Field) Grant your organization must either own or have a long-term lease (minimum of 10 years from the date of application) on the land where your field project is planned. Please upload an executed land ownership document, lease agreement, or land use agreement. \*

File uploads may not work on some mobile devices.

(For example: Title, Deed, Land Use Agreement Letter)

If applying for a lighting grant, you must have written authorization from the community where the field building project is located, granting permission for the addition of lights to the field(s). There is no standard form for this authorization, but it is often a letter signed by the appropriate town/city/state official in your community (usually the mayor or head of the local parks department). The specific address of the field project must be included on this form. Please upload your authorization document here.

File uploads may not work on some mobile devices.

What is the name of the field project (i.e. Smith Park or East High School Field)?\*

Lake Wales Soccer Complex

What is the physical address of the field project?\*

151 Hunt Brothers Road Lake Wales, FL 33898

Is this grant request for a single field or multi-field project?\*

Multi-Field

How many fields do you plan to build/light/irrigate?\*

2

Is the field currently constructed?\*

Yes

Field 1: Dimensions (length' x width')

55x32.5

Field 1: Square Footage

3575

Field 2: Dimensions (length' x width')

55x32.5

Field 2: Square Footage

3575

Are the fields multi-sport or soccer specific? If multi-sport, what percentage of time will they be used for soccer?\*

This complex is designated as a multi-purpose field and has been used for other events at times but is used 95% of the time for soccer.

Will the field be open or locked? How will scheduling be handled?\*

The fields are locked after hours which is about 9PM unless being used later. Scheduling of the field is handled by the City of Lake Wales Public Services Staff in coordination with the Lake Wales Soccer Club. The Soccer Club has keys to the

Who is responsible for paying for and carrying out field maintenance?\*

The City of Lake Wales

What is the construction timeline for this field project?\*

Presuming that all funding is secured by the beginning of the next fiscal year, October 1, 2015. We would begin by taking a piggy-back contract with Musco Lighting to our Commission for approval on October 20, 2015. The estimated

Please attach a detailed construction timeline, outlining each phase of the field building project.\*

Browse...

File uploads may not work on some mobile devices.

It is preferred that this document is created by a representative of the specific vendor relevant to the grant type you are applying for.

Please describe the need for this field project in your community (2,500 Character Limit):\*

Additional lighting will allow for more games and practices to be held at night expanding the use of the fields. During the fall when it gets darker much earlier there are not enough lights to allow everyone to practice or play games. The fields that currently have lighting are in constant use and therefore it is almost impossible to keep those fields in good playing

Please describe the objectives and goals for this request. How will this grant strengthen the organization or community, address community issues, make improvements, or achieve success? (2,500 character limit)\*

This project upon completion will allow for more fields to be lit, will allow for additional nighttime practices and games which can then allow for additional participation by more teams and different groups. The community is a big supporter of the Lake Wales Soccer Club.

Please describe your project from field size to project cost to where funding will come. What partnerships does your field project have with other organizations in your community? (3,000 Character Limit)\*

The Soccer Complex has 4 large 110'x 65' fields which are often subdivided into smaller fields such as 70x50 for the U12 groups. The complex currently has lighting on 37.5% of its fields. The City of Lake Wales and the Lake Wales Soccer Club are working together on a multi-phase project to light the rest of the fields over the next few years. This effort has

1894/3000

Please upload a site plan for this project.\*

Browse...

File uploads may not work on some mobile devices.

This should be a professional document that shows the layout and specific dimensions of the field or field complex. File size must be less than 5 MB.

Please upload a picture of the field site in its current condition.\*

File uploads may not work on some mobile devices.

This photo should be taken from ground level (stand next to the field and take a picture of it); please DO NOT use an aerial shot, Google Map/Earth picture, etc. Picture must be taken in person on the ground. File size must be less than 5 MB.

## Budget

To be considered for *Safe Places to Play* grant, you must be able to work with the appropriate Foundation corporate partner for your specific project's needs. If you have not, please connect with corporate partner below and obtain a project budget/quote:

- **Synthetic Turf:** Hellas Construction, Inc. (Sara Gutierrez: [sarag@hellasconstruction.com](mailto:sarag@hellasconstruction.com))
- **Lighting:** Musco Lighting (Visit <http://www.musco.com/soccergrant/> and complete the form)
- **Irrigation:** Hunter Industries (Lynda Wightman: [lynda.wightman@hunterindustries.com](mailto:lynda.wightman@hunterindustries.com))
- **Sport Court:** Sport Court (Joel McCausland: [jmccausland@sportcourt.com](mailto:jmccausland@sportcourt.com))

Please upload your project budget/quote obtained from the appropriate Foundation corporate partner. \*



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Synthetic Turf (Hellas Construction); Lighting (Musco Lighting); Irrigation (Hunter Industries); Sport Court (Sport Court).

What is your organization's annual operating budget? \*

\$ **29102854.00**

What is the total budget for this field project? \*

\$ **326000.00**

Please include information for the total scope of the project, not just the soccer field portion (i.e. bleachers, restrooms, etc.)

Please give a very specific account of your fundraising for this project to date. What funds do you have committed, what funds do you have pledged, how much funding do you have left to raise and how do you plan to raise it. Please include all sources of committed, pledged, or anticipated funding. \*

For this phase The City of Lake Wales will provide the match from impact fees if this grant is awarded.

If your organization is a nonprofit (501(c)3, charter school, church, foundation, etc.), please upload your Statement of Financial Position and Statement of Activities for the two most recent fiscal years. This should be uploaded as a single document. If you are from a municipal-type organization (Mayor's office, school district, etc.) please upload the appropriate department budget (Parks & Rec., Buildings & Grounds, Athletic Dept., etc.) for the past two fiscal or school years. This should be uploaded as a single document. \*

File uploads may not work on some mobile devices.

**Please upload your organization's W-9 (or a similar document, if a W-9 is not applicable to your organization). \***

 

File uploads may not work on some mobile devices.

**Please upload your organization's Form 990 (or a similar document if a Form 990 is not applicable to your organization). \***

 

File uploads may not work on some mobile devices.

If your 990 is a large document, you may upload a Word Document with a link to the permanent location of your 990 online.

[Save Answers and Resume Later](#)