



City of Kelowna  
1435 Water Street  
Kelowna, BC V1Y 1J4  
250 469-8500  
kelowna.ca

# Council Policy

## Sports Field Reserve Fund

APPROVED May 2, 2005

Contact Department: Recreation and Cultural Services Department

---

### **Policy Statement**

Using funding from sport field rental fees and creating a reserve account dedicated primarily for development of new sports fields.

### **Purpose**

To develop new sports fields through an established Sportsfield Reserve Fund created by the revenue generated from the Sportsfield/Stadium user fees as identified in the City of Kelowna's Financial Plan.

### **Background**

Reserve Fund was created in 1995 when adult user fees were implemented for use of City owned sport fields.

Criteria:

1. In any one year's reserve contribution, not more than \$20,000 can be directed towards existing facility improvements and enhancements. The funding formula for these projects must follow the "Sportsfield Reserve Financial Assistance Procedures & Application". This document describes the way reserve fund money is accessed and allocated. The percentage contribution from the reserve changes depending on the size of the project and the number of contributing partners.

### **Procedure:**

1. Applications will be made through the Active Living and Cultural Services Department of the City of Kelowna.
2. The Sportsfield Advisory Committee is consulted prior to any expenditure from the Sportsfield Reserve Fund.
3. Any expenditure from the reserve must receive Council approval.

### **Amendments**

R508/14/07/14 – Updated to new policy  
R375/10/04/26; R419/05/05/02