



**CITY OF FORT LAUDERDALE**  
**City Commission Agenda Memo**  
**REGULAR MEETING**

**#16-0206**

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**TO:** Honorable Mayor & Members of the  
Fort Lauderdale City Commission

**FROM:** Lee R. Feldman, ICMA-CM, City Manager

**DATE:** February 16, 2016

**TITLE:** Memorandum of Understanding with Swim Fort Lauderdale Masters  
Booster Club, Inc.

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**Recommendation**

It is recommended that the City Commission approve a motion allowing the proper City officials to enter into a Memorandum of Understanding with the Swim Fort Lauderdale Masters Booster Club, Inc. to support the City's competitive sanctioned U.S. Masters swim meets held at the Fort Lauderdale Aquatic Complex.

**Background**

Acknowledging the importance and value of volunteers and to assist in administrative tasks relative to certain competitive swimming meets at the City's Aquatic Complex, the Parks and Recreation Department was authorized by the City Commission in February of 2015 to enter into a Memorandum of Understanding with Swim Fort Lauderdale Masters Booster Club, Inc., which allowed the continuation of a successful partnership with regard to the competitive sanctioned U.S. Masters swim meets conducted at the Aquatic Complex. As such, the Parks and Recreation Department is once again desirous of entering into a Memorandum of Understanding (MOU), with Swim Fort Lauderdale Masters Booster Club, Inc., (Booster Club), a booster club to support the City's competitive sanctioned U.S. Masters (adult) swimming team, Swim Fort Lauderdale, for events scheduled February – December 2016.

The Booster Club will continue to be responsible for a number of administrative responsibilities relative to meets; such as, providing volunteer support necessary to fill essential event operations such as the co-meet director and Hytek Meet Manager software operator who is responsible for "constructing" the electronic meet file to run the swim meet, process all athlete meet entries and create the meet heat sheets.

Booster Club volunteer support will also continue to assist with procuring official U.S. Masters Swimming meet officials to conduct the meet within the established U.S. Masters Swimming guidelines and secure all lane timing staff, event registration/check-in staff, and meet announcer. The Booster Club will also continue to be responsible for collecting the revenue for the meet. Half of the net revenue will go to the Booster Club

and half will go to the City.

Revenue generated will cover costs and expenses related to the team swim meets, as well as help off-set the costs of the following, including but not limited to, team scholarships, team travel costs, and continuing coaches' education.

The Agreement will begin on February 16, 2016 and end whichever may come first: December 31, 2016; the date the Aquatic Complex closes; or the date the City determines is necessary in order to facilitate the closure of the Aquatic Complex for rehabilitation of the Aquatic Complex. The date will be evidenced in writing by the City.

Either party may terminate this Agreement at any time upon thirty (30) days written notice to the other party.

**Resource Impact**

There is a positive fiscal impact, in the estimated amount of \$5,000, associated with this item.

**Strategic Connection:**

This item is a *Press Play Fort Lauderdale Strategic Plan 2018* initiative, included within the Public Places Cylinder of Excellence, specifically advancing:

- Goal 3: Be a community that finds opportunities and leverages partnerships to create unique, inviting, and connected gathering places that highlight our beaches, waterways, urban areas and parks.
- Objective 1: Improve access to and enjoyment of our beach, Riverwalk, waterways, parks, and open spaces for everyone.

This item advances the *Fast Forward Fort Lauderdale Vision Plan 2035: We are Here*.

**Attachment**

Exhibit 1 – Swim Ft. Lauderdale Masters Booster Club MOU

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Prepared by: Jeff Stafford, Parks and Recreation

Department Interim Director: Carl Williams, Parks and Recreation