



POLICY TITLE: Major Recreation Facility Fund
POLICY #: R-002-006
EFFECTIVE DATE: October 14, 2008
ADOPTED BY COUNCIL ON: October 14, 2008
RESOLUTION #: 333.10.08
SUPERCEDES: C-004-013

POLICY STATEMENT:

The Town of Sylvan Lake currently has adequate recreation facilities and amenities for the current population. However, as the Town of Sylvan Lake increases in population the demand on facilities also increases, and additional facilities and a more diverse selection of facilities is demanded by the citizens of the Town of Sylvan Lake.

THE PURPOSE OF THIS POLICY IS TO:

The intent of the Policy is to establish the process for the calculation and collection of a major recreation facility funding contribution.

The Major Recreation Facility Fund will be established as a reserve fund to be administered by the Town of Sylvan Lake only for the construction of benefiting facilities as approved by Town Council.

1. DEFINITIONS:

“Benefiting facilities” refers to those major recreation facilities listed in the Recreation, Parks & Open Spaces Master Plan, or facilities of a similar type.

“Council” refers to the Town of Sylvan Lake Council.

“Developer” refers to the applicant or the owner making application to the Town for a Development Agreement.

“Recreation Contribution” refers to the monies that are collected from developers based on a dollar value for both residential and non-residential development. These funds assist

with the development of long-term recreation capital initiatives which may include land and buildings, both new and expanding.

“Residential development” refers to the self-contained living premises with a private entrance from the outside of the building or from a common hall. Lobby or stairway inside or outside of the building and includes single-family residential units, multi-family residential units and apartment units, but does not include a motel, hotel, boarding house, hospital, trailer or a unit in any of these excluded categories.

“Town” refers to the Town of Sylvan Lake.

2. PROCEDURES:

Where an application is made to the Town for development or subdivision in respect of any portion of Town, the applicant or the owner, as the case may be, shall enter into a development agreement with the Town. The development agreement shall include a section regarding the contribution to the major recreation facility fund.

Should the Developer choose to not enter into a development agreement that includes a Recreation Contribution, Town Council shall have the option to develop a special tax to replace the Recreation Contribution.

For the year 2008, a fee of \$825.00 per residential unit shall be applied and following on January 1st of each succeeding year, the payment to the Town for each residential unit will be adjusted on a percentage basis in relation to the increase or decrease of the Consumer Price Index. Each proceeding year will be the base year upon which adjustments are made and each adjustment will be effective the following January 1st.

The first payment shall be made upon signing and any succeeding payments shall become due and payable on January 1st following the signing of the Development Agreement between the Town and the Developer. Invoices will be related to any and all residential units for which building permits have been issued during the preceding annual period. Deferment of payment until the registration of subdivision or the issuance of building permits may be acceptable by the Town of Sylvan Lake, with interest rate set at prime + 3% on all amounts owing as of January 1st of each year.

A final invoice for all residential units for which invoices have not been issued, whether or not building permits have been issued, will be sent to the developer on January 1st, three (3) years following the execution of the Development Agreement, or when all building permits for the subdivision have been issued, whichever shall occur sooner.

As part of the Development Agreement the developer agrees to provide to the Town an irrevocable Clean Letter of Credit (approved by the Town solicitor and Town Director of Finance in their sole discretion) in the amount calculated in the development agreement.

If the Town has not received full payment for all or part of the invoices, the Town may call part or all of the Letter of Credit to satisfy the amounts not paid.

Attachment "A"

**Town of Sylvan Lake
Major Recreation Facilities Fund
Benefiting Facilities**

The Town of Sylvan Lake Recreation, Parks & Open Spaces Master Plan identifies a number of planning and development objectives that will require capital dollars as the population of the Town increases and growth increases the demand on existing facilities. As outlined in the Recreation, Parks & Open Spaces Master Plan, major capital projects that must be budgeted for over the next ten years include:

- community wide park (\$116,000/acre)
- Multi-use trail system throughout the community (\$305,000/year)
- Special purpose park ie. permanent skateboard park (\$174,000)
- Outdoor spray park (\$406,000)
- Off Leash Dog Park (\$65,000)
- New curling rink (\$4.1M)
- Recreation Facilities Plaza Development (\$232,000)
- Twinning of the Medican Multiplex (\$12M)
- Indoor Soccer & Field House Facility (\$6.0M)
- Major Sports Field Park (\$20,000/acre)
- Purchase of land (\$250,000/acre)