

MEMORANDUM

Parks and Recreation Department

Memorandum 26-A51

DATE: July 1, 2026

TO: Greg Harrison, City Manager

FROM: Scott Moore, Recreation Director 

SUBJECT: Justification Memo for Agenda Item Resolution, First Amendment to License Agreement with South Florida Water Polo Club, Inc.

Operational Need for the Contract

The Parks and Recreation Department seeks approval of the First Amendment to License Agreement No. 1962 with South Florida Water Polo Club, Inc. to continue providing structured water polo programming for both youth and adults at the City's Aquatic Center facilities. The original agreement was executed on July 27, 2023, for the purpose of offering water-based recreational programming to participants ages five through seventeen, as well as adult participants, utilizing the City's aquatic facilities. The agreement included two optional one-year renewal periods, and both parties have agreed to exercise the first renewal term.

The amendment extends the agreement for an additional one-year period and updates program requirements, including enhanced background screening requirements for all personnel, volunteers, subcontractors, and agents who interact with minors participating in City programs.

Procurement/Solicitation Method and Best Value

This action is not a new procurement but the exercise of a contractually authorized renewal option contained within the original License Agreement. The original agreement expressly provided for two additional one-year renewal periods upon the mutual written consent of the City and the Licensee.

The amendment represents best value to the City because it allows continuation of established aquatic programming without interruption while leveraging an existing partnership with an organization that possesses the expertise, staffing, and resources necessary to provide specialized water polo instruction and programming. The agreement also generates revenue to the City through monthly facility-use fees and additional rental fees associated with tournaments and facility use.

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Performance Metrics and Vendor Monitoring Approach

The Parks and Recreation Department will monitor vendor performance through ongoing contract administration and operational oversight. Performance measures include:

- Continued delivery of youth and adult water polo programs in accordance with the approved Scope of Authorization and established practice schedules.
- Submission and coordination of annual tournament schedules.
- Compliance with all insurance requirements throughout the contract term. Failure to maintain required insurance constitutes an event of default.
- Compliance with City background screening requirements, including maintaining current Level 2 background screenings for all personnel interacting with minors and providing documentation required by the City. Failure to comply constitutes a material breach of the agreement.
- Responsiveness to patron concerns, facility maintenance notifications, and adherence to City policies and operational standards.
- Verification that programs are conducted professionally and in accordance with the City's recreational programming objectives and facility-use requirements.

Department staff will conduct ongoing oversight through facility inspections, review of compliance documentation, participant feedback, and regular communication with the organization's representatives.

Alignment with Departmental and City Objectives

The agreement supports the Parks and Recreation Department's mission of providing diverse, safe, and accessible recreational opportunities for residents of all ages. The water polo program expands aquatic recreation offerings, encourages youth engagement, promotes physical fitness, and provides organized recreational programming that maximizes utilization of City aquatic facilities. The agreement further advances City objectives related to community wellness, youth development, and efficient use of public recreational assets.

The amendment also strengthens participant safety by requiring enhanced Level 2 background screening standards for all individuals involved in programming that serves minors.

Consequences of Not Entering Into the Agreement

Failure to approve the First Amendment would result in the expiration of the current contract term and could disrupt established youth and adult water polo programming currently offered at City aquatic facilities. Participants would lose access to organized instruction, practices, competitions, and related recreational opportunities provided through the partnership.

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Additionally, the City would lose associated facility-use revenue generated through monthly program fees and tournament rentals.

The City would also need to identify an alternative provider or develop comparable programming internally, which could require additional staff resources, operational planning, and implementation time, potentially resulting in a gap in service delivery to residents.

Recommendation

The Parks and Recreation Department recommends approval of the First Amendment to License Agreement No. 1962 with South Florida Water Polo Club, Inc. to ensure continued delivery of quality aquatic programming, maintain community recreational opportunities, and preserve the City's operational and financial benefits associated with the partnership.

cc: Kate Belcher, Recreation Manager