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**TO:** CHIEF ADMINISTRATIVE OFFICER      **DATE:** 2023 January 24

**FROM:** GENERAL MANAGER      **FILE:** 01400-20  
PARKS, RECREATION AND CULTURE

**SUBJECT: FOLLOW UP FROM DELEGATION: ODLUM BROWN TENNIS TOURNAMENT**

**PURPOSE:** To provide for Council's consideration the order of magnitude resourcing estimates for VANOPEN TENNIS LTD, Odlum Brown VanOpen Tennis Tournament's proposed relocation to Burnaby.

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**RECOMMENDATION:**

1. **THAT** Council direct staff to inform VANOPEN TENNIS LTD that the City will not be hosting the Odlum Brown VanOpen tournament in 2023 due to resourcing and planning timeline constraints noted in the administrative report submitted for the 2023 February 6 Council meeting, from the General Manager, Parks, Recreation and Culture.

**REPORT****1.0 INTRODUCTION**

On 2023 January 23, Council received a delegation from representatives of the Odlum Brown VanOpen Tennis Tournament. The delegation requested that Council consider hosting and sponsoring the tournament, scheduled to take place from 2023 August 12-19. The Hollyburn Country Club is currently undergoing capital renovations that require this event to relocate for the next two to three years.

The delegation acknowledged in their request the significant size of the event and the short timeframe to plan and manage it. They requested a response from Council in early February. Council referred the item to staff and requested a report for further consideration with costs and other resourcing that would be required to host the event. This report provides an overview of the tournament, attendance, cost estimates (both in-kind and cash) and other resource implications should Council choose to host and/or sponsor this event in 2023 and 2024. A high-level cost estimate of the City's financial support is in the range of \$1.4 to 1.8 million.

## 2.0 POLICY SECTION

The *Community Charter* generally prohibits local governments from assisting businesses; however, local governments are able to implement programs, policies and services that support economic development in their communities when there is an authorized agreement in place.

## 3.0 BACKGROUND

The City of Burnaby has a history of supporting community lead sporting events such as the Pat Quinn Classic ice hockey tournament and the Jack Crosby lacrosse tournament. In these examples, the City assists Burnaby sports organizations with fee waivers for the facility rentals. In contrast, the Odlum Brown VanOpen Tennis Tournament, operated by VANOPEN TENNIS LTD, is requesting the City of Burnaby enter into a hosting agreement and invest significantly in the tournament for the exposure and the economic impacts.

The Odlum Brown VanOpen tournament has been in existence since 2002 and is currently delivered through a partnership between the private company “VANOPEN TENNIS LTD” and the privately owned Hollyburn Country Club. Hollyburn Country Club is unable to host this event in 2023 and 2024 due to planned facility upgrades. The tournament is planned to return to Hollyburn Country Club in 2025.

To develop their delegation presentation, VANOPEN TENNIS LTD staff met with City staff to tour sites and share information regarding the tournament’s needs to potentially relocate to Burnaby in 2023. The tournament is being planned for 8 days in August with staging activities and City spaces to be booked starting in June. Over the 8 tournament days, it is anticipated to attract 13,000 spectators, with 130 athletes from 35 countries, 70 officials, a ball crew of 120 and requires between 120-150 volunteers.

To determine the feasibility of the tournament being hosted and/or sponsored by the City, staff requested a variety of items from the delegation in order to perform due diligence and a thorough analysis within the given time constraints.

## 4.0 DISCUSSION

### Information Requested from the City:

As part of the follow up from staff, the items in the table below were requested from VANOPEN TENNIS LTD:

To: Chief Administrative Officer  
 From: General Manager Parks, Rec & Culture  
 Re: Odlum Brown Tennis Tournament  
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| Item Requested                | Received | Attachment   |
|-------------------------------|----------|--------------|
| Proposed Hosting Agreement    | Yes      | Attachment 1 |
| Draft 2023 Event Budget       | Yes      | Attachment 2 |
| Letter of Support from Tennis | Yes      | Attachment 3 |
| Letter of Support from Rugby  | Yes      | Attachment 4 |
| Past 5 Years Financials       | No       | N/A          |

**History of the Odlum Brown VanOpen:**

The tournament is an ATP (Association of Tennis Professionals) Challenger 125 and WTA (Women’s Tennis Association) 125 level event. This is a level below the ATP tour and some players to go on from this tournament to the ATP tour. This event is organised in B.C. by VANOPEN TENNIS LTD. incorporated in 2016 with Ms. Carlota Lee listed as President.

**Summary of Resources and Investments Required by the City:**

Using the information provided by VANOPEN TENNIS LTD. (Attachments 1 and 2), Parks, Recreation and Culture (PRC) bookings data and information from City staff, the summary below captures the significant City undertaking required for this event. The timing of the request to host the 2023 event is a constraint. Usually an event of this size takes one year to plan. If Council chooses to support the tournament in 2023, many items on the PRC work plan would need to be reprioritized and external resources brought in to supplement the work of City staff.

**Upgrades to Venues:**

Tennis court resurfacing and increasing the length as requested by VANOPEN TENNIS LTD will require closure of all courts for 3 weeks between May and the last week of June. Additional closures would be required for surface crack repairs and to adjust the tennis net heights. If Council chooses to support the tournament, this work would be prioritized and improvements to the Deer Lake Century Garden Upper pond would be deferred to 2024.

**Venue Bookings:**

Grass Field 1 would be used for the event from August 07- 21, then closed for asset recovery and repairs for 60-75 days after the event. All bookings would have to be relocated and other field space found.

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Meeting Room 2 at Burnaby Lake Sports Complex or another suitable space is requested for 2 months from July 03 until the end of August with support for shipping and receiving. Space for a C-Can is also required in the parking lot for July and August.

From August 09-20. VANOPEN TENNIS LTD has requested exclusive use of four spaces at Christine Sinclair Community Centre (CSCC). The main floor fitness centre change rooms, Multipurpose Room 1 and the fitness cardio work out room. This booking would have a significant impact on patrons at CSCC including cancellation of fitness and summer camp programs.

Operational Considerations:

PRC Food Services projects the event would generate a small profit. It is a difficult event to service as there are no kitchen facilities. Erecting temporary structures with power and water or driving products from kitchens to this site would add cost. If Council chooses to support the tournament, staff would work with external vendors and hire additional staff. The Burnaby Roots and Blues event will be occurring around the same time and requires significant support from Food Services.

This would be a brand new 8 day event for the City's Culture team to assist on, in a location that is untested as an event venue. The space on Field 1 would need to be staged with tents, power and washrooms. Entertainment schedules, stages etc. would need to be developed, acts found, power and logistics secured. Traffic control and parking plans would need to be planned and reviewed by Engineering Department and other City departments. The Burnaby Roots and Blues event will be occurring around the same time and requires significant support from the Culture team and various City departments. If Council chooses to support the tournament, an Events Coordination company would need to be contracted by the City in order to ensure events already being planned for the City in the summer of 2023 are not compromised. These costs are included in the City's Preliminary Budget in Attachment 5.

The Lands and Facilities' Civic Projects team has completed a preliminary review of the potential impact of the tournament on the construction of Burnaby Lake Aquatic and Arena project. The current project schedule indicates this summer will have additional construction vehicular traffic, bulk excavation, foundation work and the erection of a crane. Civic projects anticipates road closures and significant numbers of workers on this site. Any requested delays of work to reduce noise as requested from VANOPEN TENNIS LTD will likely cause delays to the project and increases to the budget.

Reviewing the documentation provided by VANOPEN TENNIS LTD, PRC estimates that 3 staff will be required to support this event full time for a period of 3 months. These staff would be required to support logistics, volunteers and event coordination. Currently, PRC does not have the staff capacity to provide this level of support.

**Summary of Community Group Support and Impacts:**

This event will impact multiple community user groups:

- The Burnaby Lake Flyers will be requested to stop flying planes during this event to reduce distractions for the players, and
- The Vancouver Gaelic Games, Canada La Power, BC Mainland Cricket, and the Burnaby Australian football groups will all experience cancellations or rescheduling of practices during this event.

Letters of support for the event have been received from the Burnaby Tennis Club and the Burnaby Lake Rugby Club (Attachments 3 & 4). While the Burnaby Tennis Club is excited about the high calibre of competition this event will bring and the resurfacing of tennis courts, they are concerned about the loss of playing time and potential financial impact to their programs. If the City will support the event, the Burnaby Tennis Club will support the event as well.

The Burnaby Lake Rugby Club has provided a letter of support for the use of the clubhouse which would be used as a Players Lounge and food and beverage service location for accredited players for the event. This venue would be leased from the Rugby Club for \$10,000. The Rugby Club would be looking for the City to allow them alternative grass or turf fields as this event would impact their pre-season training.

**5.0 FINANCIAL CONSIDERATIONS**

Staff have analyzed the information provided by VANOPEN TENNIS LTD and have determined a preliminary budget for Council to consider (Attachment 5). The table below is a summary of all the information collated to date and indicates the cost for the City of Burnaby as a venue partner in 2023 would be in the range of \$1.4 to 1.8 million. Given the short timeframe to plan and consider all elements of this event, a 30% contingency is included in the Preliminary Budget.

This preliminary budget does not include a financial evaluation of the advertising, the sponsored tickets, or the economic impact of an 800-1000 room nights estimated by VANOPEN TENNIS LTD.

| <b>2023 Item</b>  | <b>Cost</b>        |
|---|--------------------|
| Sponsorship Cash  | \$200,000          |
| City Costs: asset improvements & repair, labour, venues, food | \$1,535,625        |
| <b>Subtotal:</b>  | <b>\$1,735,625</b> |
| Revenue: primarily from food services                         | \$250,600          |
| <b>Total City Investment:</b>                                 | <b>\$1,485,025</b> |

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If the City were to host the event in 2024, the costs that would be reduced in the second year of proposed City sponsorship are the court resurfacing, tennis net heights, and fencing. This would reduce the cost in the partnering in the second year by approximately \$300,000.

## 6.0 RECOMMENDATION

The Odlum Brown VanOpen tennis tournament was not in the 2023 or 2024 workplan for Parks, Recreation and Culture. Should this event be supported by Council, department priorities can be reallocated and funding will need to be provided to support this event.

Staff are recommending that Council direct staff to inform VANOPEN TENNIS LTD, that the City will not be hosting the Odlum Brown VanOpen tournament in 2023.



Mary Morrison-Clark  
GENERAL MANAGER PARKS, RECREATION AND CULTURE

MM:lc:tc

Attachments: Attachment 1 (Proposed Hosting Agreement);  
Attachment 2 (Draft 2023 Event Budget);  
Attachment 3 (Letter of Support from Tennis);  
Attachment 4 (Letter of Support from Rugby);  
Attachment 5 (Preliminary Budget).

Copied to: Deputy Chief Admin Officer – CFO  
GM Lands & Facilities



January 27, 2023

The following agreement is between the City of Burnaby (4949 Canada Way Burnaby, BC, Canada V5G 1M2) and VanOpenTennis Ltd. (517-1177 West Hastings Street, Vancouver). City of Burnaby will be the venue partner of the Odlum Brown VanOpen for the next two years (2023 and 2024).

## Sponsorship Deliverables to City of Burnaby

### Hospitality and Ticketing:

- Premium Box on Centre Court (4 seats):
  - 4 transferable box passes per day for 8 days (August 12-19, 2023)
- 210 Single day event tickets:
  - 30 tickets per day Saturday – Wednesday (total 150 tickets)
  - 20 tickets per day Thursday – Saturday (finals) (total 60 tickets)
- 6 weekly transferable sponsor parking passes - priceless
- 6 weekly VIP passes:
  - General admission seating with access to the VIP Lounge.
- 20 tickets to the VIP Party
- Ability to purchase additional tickets directly from the tournament (not online) at early bird pricing up until the early bird deadline (first Friday in July).

## Brand Integration

- Burnaby named in logo lock-up that includes host venue.
- Logo on back-wall signage on centre court and all stadium courts
- Logo rotation on centre court and stadium court digital scoreboards
- Opportunity to have “Burnaby” painted on Centre Court. Camera visible signage.
- Opportunity to provide additional company banners/feather flags onsite (to be provided by City of Burnaby)
- City of Burnaby logo recognition in all marketing collateral including:
  - Advertisements
  - E-newsletters
  - Press releases
  - VIP invitations
  - Tournament posters (general event poster, ball crew/volunteer recruitment posters)
  - Logo on back of the official tournament program



- Daily name mention in PA announcements on Centre Court.
- Box ad on tournament website: [www.vanopen.com](http://www.vanopen.com)
- Full page advertisement in the official tournament program (print distribution of 2,000 and online)
- Scoreboard video advertising on centre court scoreboard
- City of Burnaby participation in opening ceremonies and trophy presentations. Coin tosses are available to participate in as well.
- Major press conference to announce the partnership with City of Burnaby including coverage on Tennis Canada social media accounts.
- Pre-promotion of the new home of the Odlum Brown VanOpen at the Billie Jean Cup Event in April 2023 at PNE. Opportunity for Mayor Hurley to be interviewed on BJKC Sportsnet broadcast.
- Approximately 800-1000 room nights to local hotels.
- 10 x 10 activation space in the Vendor Village
- Integration into social media plan (see online and social media opportunities below)
- Right to use event intellectual property for marketing purposes in association with the tournament, including access to images, videos, downloads, etc.
- Exclusivity to the food and beverage rights including alcohol at the event. Must serve alcohol partner beverages – beer, wine and RTDs.

### Approval Process

City of Burnaby will have the opportunity to review and approve the size and location of its name and logo on all print, digital media and online materials for all marketing campaigns as well as on [vanopen.com](http://vanopen.com) on which the name or logo is placed pursuant to this agreement, as well as on any press releases or promotional materials produced by the Odlum Brown VanOpen prior to printing or distribution.





## Sponsorship Fee to VanOpen Tennis Ltd.

The "Sponsorship Fee" will be as follows:

For each of the two years in the agreement (2023 and 2024)) - \$200,000 CAD, plus GST. The fee will be adjusted annually by Canadian Core CPI and will be payable 90 days before the commencement of the tournament annually.

City of Burnaby will provide the following:

- Use of all 17 tennis courts for the tournament with rolling closures as per proposed schedule in Appendix A
- Resurfacing of the all tennis courts at Burnaby Tennis Club and public courts and adjust net posts to regulation height.
- Use of grass field 1 or suitable alternate location for tournament grounds. Take over dates as per in initial proposal attached..
- Use of All Weather field #10 for parking and part of tournament grounds if necessary.
- Christine Sinclair Centre: Exclusive use of studio space for player gym and exclusive use of downstairs men's and women's change room including steam room and sauna if working.
- Use of the spaces listed above with no rental fee.
- Halt extremely disruptive noise from the large construction site across the street like pile driving during the tournament and ensure Sprott Street does not get blocked and provide traffic control person.
- Tree trimming around tennis club site.
- Second foot bridge over ditch between Grass Field 1 and Sperling Ave.
- Upgrades to the south east corner of Sprott Street and Kensington Ave for safer pedestrian crossing and better yet consideration of an overpass over Kensington Ave.
- Daily pick up and removal of recycling and garbage and provide receptacles throughout the event grounds.



- Use of meeting room #2 at Burnaby Sports Complex West for 2 months - July 3 - end of August with support with shipping and receiving during that time.
- Space in parking lot for a container for storage July - August.
- Staff support where possible- set up/tear down, volunteers coordinator to work with our volunteer managers.
- Use of City of Burnaby vehicles like sprinter vans or cars to move players and officials around.
- City of Burnaby maintenance staff to provide more regular cleaning of public restrooms outside Burnaby Rugby Clubhouse and maintain rented portable toilets trailers during the tournament.
- Public water bottle refill station somewhere in the tournament precinct.
- If City of Burnaby food and beverage department take on the service they would be responsible for outfitting the space with seating for guests and the tents for their service. Menus needs to be reviewed and approved by VanOpen leadership team.
- Support OBVO Community Day event with Food & Beverage department. Tournament to have breakfast food and lunch BBQ donated and City of Burnaby prepare and serve. Provide 6 courts and area for 40 kids to have a BBQ including tables and chairs.

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Carlota Lee  
Tournament Chair

**Carlota Lee**

TOURNAMENT CHAIR

604.764.0133

[carlota@vanopen.com](mailto:carlota@vanopen.com)

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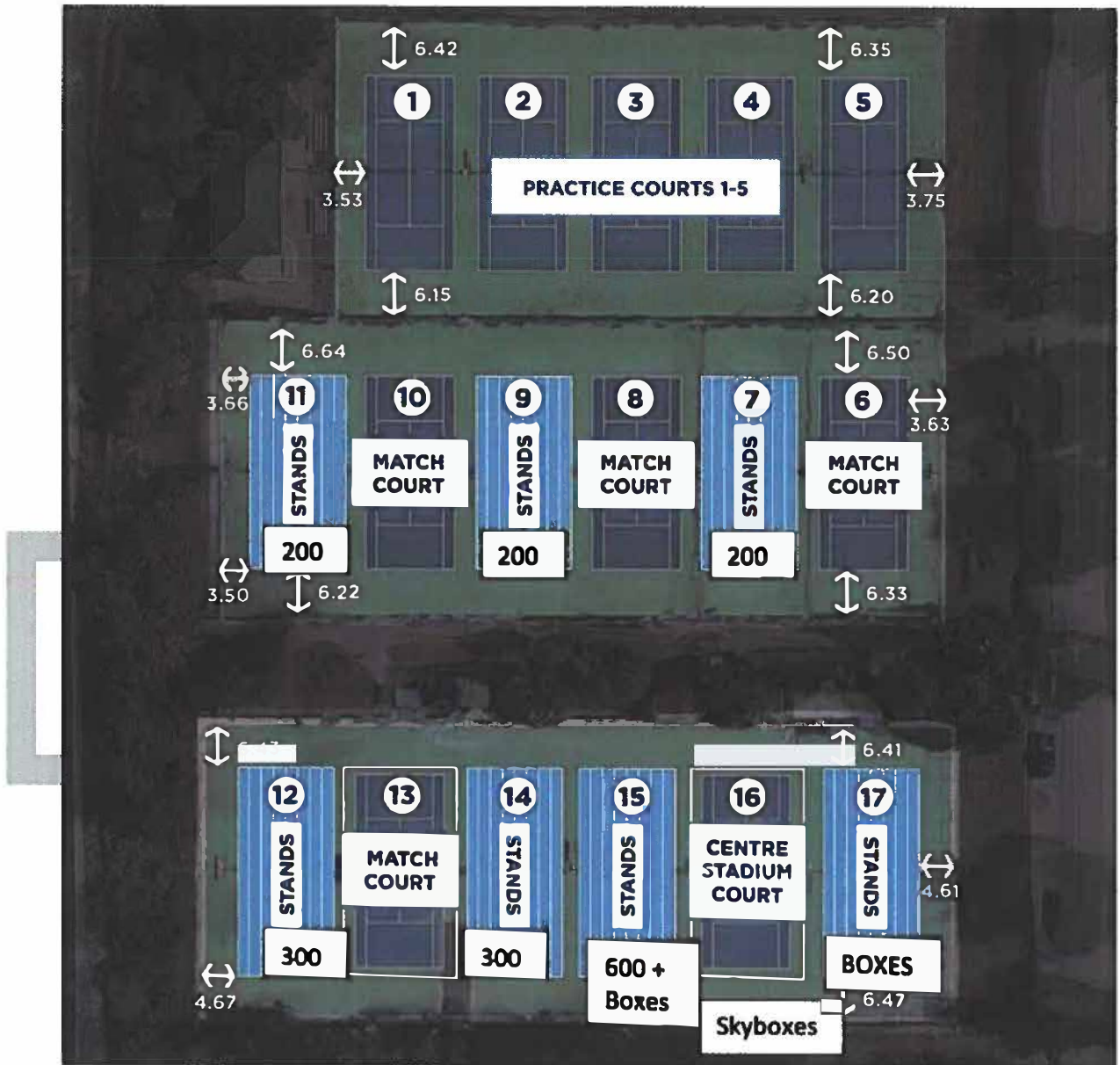
City of Burnaby Authorized Representative  
Title  
City of Burnaby

## APPENDIX A



## TENNIS COURTS, BURNABY TENNIS CLUB AND GROUNDS

|   |  |
|---|--|
| <p>Courts 1 – 5<br/>Practice courts</p>           | <ul style="list-style-type: none"> <li>● Closed Thursday, Aug 9 – end of day Friday, August 18th</li> <li>● Reopen to City of Burnaby/Tennis Club: Saturday, August 19, if it's needed but no access to onsite washrooms until Aug 20.</li> <li>● We would be putting scrim on the fencing so there may be short closure when that is going up prior to Aug 10<sup>th</sup>.</li> </ul>  |
| <p>Courts 6 – 11</p>                              | <ul style="list-style-type: none"> <li>● 3 match courts on courts 6, 8 and 10. The adjacent courts 7, 9, 11 would have stands for viewing.</li> <li>● Closure July 31 – Aug 21</li> <li>● Reopen to Burnaby Tennis Club Aug 22</li> </ul>  |
| <p>Court 12 – 17</p>                              | <ul style="list-style-type: none"> <li>● Court 13 and 16 would be match courts. Court 12, 14, 15 and 17 would have stands for viewing. Court 16 would be our Stadium (Centre Court) with corporate boxes, skyboxes along with general public seating.</li> <li>● Closure: July 20 – Aug 23</li> <li>● Open to public Aug 24</li> <li>● Staging of equipment would start off court August 18/19</li> <li>● Scaffold crew onsite August 20<sup>th</sup> onward.</li> </ul> |
| <p>Burnaby Tennis Clubhouse</p>                   | <ul style="list-style-type: none"> <li>● Take over building Wednesday, Aug 9</li> <li>● Move out Sunday August 20</li> <li>● Back to Burnaby Tennis Club, Monday, August 21</li> </ul>   |
| <p>Snack tent next to Clubhouse</p>               | <ul style="list-style-type: none"> <li>● Grab and go food items and snacks for purchase and drinks including alcohol.</li> </ul>   |
| <p>Parking on Sprott St. outside tennis club.</p> | <ul style="list-style-type: none"> <li>● Row of parking after handicap spots take over Tuesday, August 8. Britco trailers to be dropped for tennis operations (Live Streaming and court services).</li> <li>● Return to club Tues, Aug 22 subject to Britco trailer removal confirmation.</li> </ul>   |





| Field #1 Grass Rugby Field<br><u>Take over: August 7 – 21</u> | Item   | Use & power   |
|---|--|---|
| Ball Crew Tent  | 30 x 50 frame tent   | 120 ball crew kids use this for their breaks between shifts, eating, staying out of the sun. Tables, chairs, games.<br><br>Power: 1 x 15 amp – TV and basic charging, water dispenser   |
| Volunteer Tent  | 20 x 20 marquee or in the past we have put a wall down inside Ball Crew Tent and created a private space for volunteers. | Volunteers (150) will check-in for their shifts here and there will be a few tables and chairs here for their meal breaks. Typically not used much other than check-in.<br><br>Power: 1 x 15 amp – laptop and charging devices, water dispenser |
| Officials Tent  | 30 x 30 marquee  | Officials (55) use this tent for their breaks and place to eat.<br>Power: 1 x 15 amp – printer, laptop and charging devices, water dispenser.   |
| Box Office & Will Call tent & Box concierge                   | 20 x 10  | All general admission spectators will need to come to this tent to get a daily wristband prior to entering tennis precinct.<br><br>Power: 1 x 15 amp – printer, laptop and charging devices.  |
| VIP Lounge  | Scaffold deck, raised off grass. 60 x 60 ft (final size TBC).<br>Toilet trailer in VIP compound                          | Lounge for VIPs and Box Holders. Includes bar and grab & go food. TVs with live streaming of matches and furniture  |



|   |  |  |
|---|--|--|
|   |  | POWER: TVs, VIP toilets and POS system for food & beverage<br>2 x 30 amp<br>1 X 15 amp   |
| Sponsor tents and activations. Potentially a small stage for entertainment. | Space TBD. 80x80<br>Typically 10x10 tents with activations throughout the tournament week.<br>In what we call a VENDOR VILLAGE | To be discussed as in the past we have a food & beverage area for the public that includes sponsor activations, pop up shops in the same area. |
| Food & Beverage (TBD)   |  | Food & beverage discussed in a separate section.   |
| First Aid Tent  | 10x10  | First aid attendant and supplies and bed/ chairs, water, ice, snacks.  |
| Fencing   | 6ft fencing around the Entire tented area – still unsure if this is necessary.   |  |
| See map of the area requested.  |  | We would not take the full width of the Rugby Field  |

| Field #10 - All Weather             | Dates           | Use   |
|-------------------------------------|-----------------|---|
| Parking                             | August 8 – 20th | Box holder and sponsor parking. Need to confirm how many spots we can put in there and if Food & Beverage needs to be in the gravel lot or if that can be on the field as well. |
| Toilets                             | August 10 – 20  | Toilet trailers. Need access to water and power. If power and water are not possible, look at plastic portable toilets here. Various locations.                                 |
| Burnaby Lake Rugby Clubhouse:       | Dates           | Use   |
| Inside the clubhouse full take over | August 8 – 20th | Players' Lounge, food and beverage for players, transportation desk. Player accreditation. No public.   |



|  |               |   |
|--|---------------|---|
| Fence an outdoor space behind the clubhouse. | August 9 - 20 | Provide private outdoor space for players to warm up outside and maintain private access to changerooms.  |
| Use of all changerooms                       | August 9 - 20 | 3 for WTA- physio & massage<br>3 for ATP – physio & massage<br>Front change room for storage  |
| Parking Lot (next to Rugby Clubhouse)        | August 12 -19 | Entire parking lot. We understand that half of the current lot will be part of the construction footprint.<br>Reserve 10 spots from August 8 may need Britco trailers for office space. |
| Return to Burnaby Lake Rugby Clubhouse       | August 21     |   |
| Air-conditioning                             |               | We understand there is not an air-conditioning system in the Clubhouse and VanOpen will look into bringing in temporary air-conditioning units.   |

| Christine Sinclair Centre                                      | Dates          | Use  |
|--|----------------|--|
| Cardio & Functional Training Studio with Storage               | August 10 - 20 | -Player only gym with the various following equipment. At a minimum: - 2 treadmill - 4 bikes - mats - Therabands - TRX - medicine balls. If treadmills don't fit in the studio then cordoned off section near the studio entrance to include 2 treadmills.<br>-Players would have the option to access the studio from the back of the building. |
| Multipurpose Room 1 (2 <sup>nd</sup> level beside weight room) | August 11 - 20 | Media Room   |
| Weight Room Level 1 change rooms                               | August 11 - 20 | -Exclusive change rooms for players. Men's and Women's change rooms including exclusive access to steam room and sauna (if working).   |



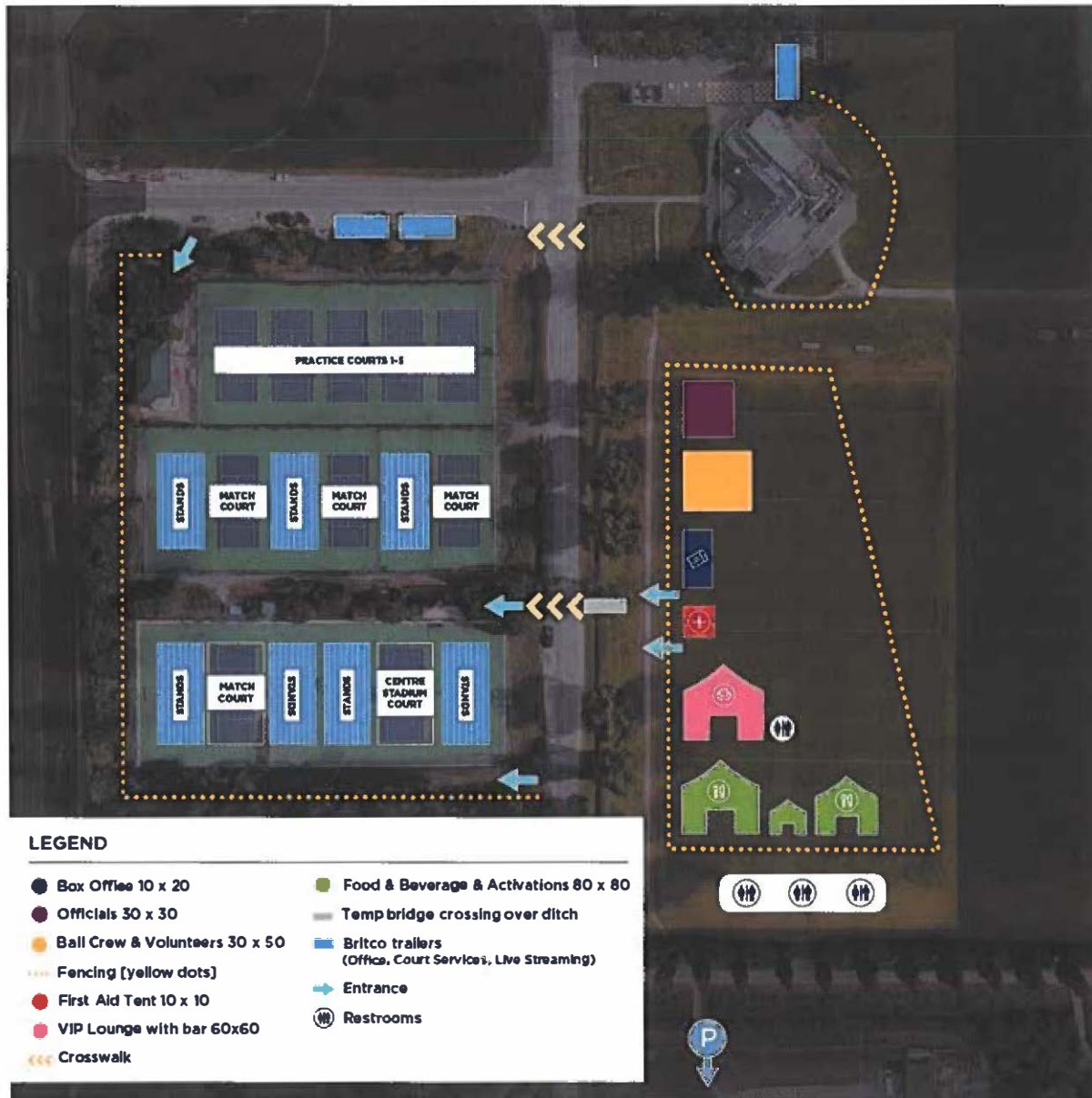
|                                     |               |  |
|-------------------------------------|---------------|--|
|                                     |               | -Would have a volunteer stationed to check for accreditation.  |
| Storage room for water and Gatorade | August 9 – 22 | Looking for a space in this building so we can store water and Gatorade to restock the studio and bring in daily ice to a cooler that has these beverages. Could like just use part of the storage area connected to the studio. |

### Transportation Route:





Draft site plan:



# Odlum Brown VanOpen Revenue Sources

Attachment 2

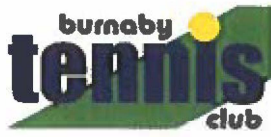
Current Projection

|  |           |                     |
|--|-----------|---------------------|
| <b>Total Partner and Patron Revenue including Skybox</b> | <b>\$</b> | <b>1,193,540.00</b> |
|--|-----------|---------------------|

|  |    |            |
|--|----|------------|
| Ticket revenue                                   | \$ | 175,000.00 |
| Box Revenue (Boxes at \$3800 less sponsor boxes) | \$ | 349,200.00 |
| Direct ticket sales                              | \$ | 30,000.00  |
| Program Ads                                      | \$ | 6,000.00   |

|                           |           |                     |
|---------------------------|-----------|---------------------|
| <b>Revenue Projection</b> | <b>\$</b> | <b>1,753,740.00</b> |
|---------------------------|-----------|---------------------|

| <b>PARTNER &amp; PATRON LIST 2022</b>  |
|--|
| Odlum Brown                            |
| Tennis Canada                          |
| ATP                                    |
| WTA                                    |
| Prospero                               |
| Pacific Parkinson's Research Institute |
| Fulmer & Co.                           |
| Livingspace                            |
| Securiguard                            |
| Polygon                                |
| Top Down Ventures                      |
| Mission Hill                           |
| Darwin Properties                      |
| Ecstatic                               |
| KPMG                                   |
| FOCUSAV                                |
| Novus Entertainment                    |
| Toby's Social House and Liquor Stores  |
| Canadian Western Trust                 |
| Select Apperitivo                      |
| Mionetto                               |
| Black Kettle                           |
| Birds Nest Properties                  |
| Fresh St. Market                       |
| PENN                                   |
| NextGen Energy Ltd.                    |
| BC Lions                               |
| Belmont Properties                     |
| Ace Athletics                          |
| House Concepts                         |
| Whistler Water                         |
| Tennis BC                              |
| AngusOne                               |
| Five Mile Enterprises Ltd.             |
| Fred Deeley Ltd                        |
| Floyd Hill                             |
| Malcolm and Janice Hunter              |
| Graeme Roberston                       |



January 26, 2023

To Whom it may concern:

The Burnaby Tennis Club (BTC) is aware that the organizers of the OBVO are in discussions with Burnaby to host the OBVO tournament at the Burnaby Lake Sports Complex in August 2023. OBVO organizers have visited BTC and we have had preliminary discussions with them and anticipate more will be required.

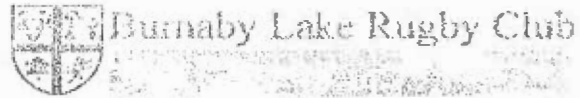
Hosting OBVO would be very exciting for the tennis community by bringing a high calibre of competition to Burnaby. If court resurfacing or repainting were to happen that would be a welcome benefit to BTC but we wonder if there is enough time to do it considering our bubble comes down at the end of April, league play is scheduled for May and June, and there are two tournaments scheduled in June including our own Burnaby Open. BTC members could help as volunteers or by hosting players to make for a more enriched and engaging experience. If this proposal is not successful it poses a risk that this event may be lost permanently which is a loss for the entire tennis community.

Now that this proposal is public knowledge we hear concerns about disruption to the club's normal activities such as being unable to book courts for a month which might require us to compensate members or during the time to resurface or paint the courts, we cannot run programs and lessons during that time losing revenue, and we are concerned about possible damage to our renovated clubhouse and how members can still use it. BTC will work with OBVO to reach mutually beneficial working terms for use of our facilities.

We are cognizant the OBVO has significant challenges to organize this event within a very short timeframe. If the City of Burnaby decides to support the proposal, after a study of the impact on stakeholders that mitigates risk and maximizes benefits, then BTC will work with the City and OBVO to minimize the disruption as much as possible and help make the event a great success.

A handwritten signature in black ink that reads "Lawrence Kumar". The signature is fluid and cursive, with the first letter of "L" being particularly large and stylized.

Lawrence Kumar  
President,  
on behalf of the Board  
BURNABY TENNIS CLUB



Burnaby Lake Rugby Club  
3760 Sperling Ave  
Burnaby, BC  
V5B 4X5  
26<sup>th</sup> January 2023

To whom it may concern at City of Burnaby,

This letter is to confirm that the Burnaby Lake Rugby Club has met with Jessica Walker & is in support of the 2023 Odlum Brown Van Open being hosted at Burnaby Lake for the desired dates in August of this year (8<sup>th</sup> - 21<sup>st</sup>) & 2024.

This is on the understanding that Burnaby Parks will allocate us alternate grass or turf fields for the period of time access to our regular fields is not possible.

The time period requested comes at a key phase of our pre season training & will have a significant impact on our preparation for the season.

However, we recognize the many benefits hosting the Odlum Brown Van Open will bring to the City of Burnaby hence our support & willingness to be flexible.

We greatly value our partnership with the City & are excited by this opportunity & look forward to working together as & when this proposal moves forward.

Please let me know if you require any further clarification. I can be reached at [simonsmoldon@gmail.com](mailto:simonsmoldon@gmail.com) & 604-290-5408

Yours in Sport,

Simon Smoldon

President

Burnaby Lake Rugby Club  
Many Teams-One CLUB



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**2023 COB Van Open Budget Costs Summary**

Attachment 5

| Division  | Estimated Costs     | Estimated Income  | Notes   |
|---|---------------------|-------------------|---|
| Parks   | \$ 459,500          |                   | Tennis court resurfacing, net posts. Trees, fences, bridges, garbage, cleaning etc.   |
| Food Services                                   | \$ 226,750          | \$ 250,600        | The Burnaby Rugby Club will be providing food services as well. This event will be competing for staff resources at the other food service locations, during food services busy season. |
| Culture   | \$ 216,500          |                   |   |
| Parks Field Repairs                             | \$ 150,000          |                   | Repair costs to Field 1 Grass Rugby field   |
| Staff Time / Requested Support                  | \$ 72,000           |                   | 3 full time staff for 3 months Program coord level.. Currently unknown where these would come from  |
| Christine Sinclair                              | \$ 31,700           |                   | Change Rooms and 2 Rooms  |
| Sports and Outdoors                             | \$ 23,300           |                   |   |
| Revenue lost                                    | \$ 1,500            |                   | Groups that can not be accomodated elsewhere  |
| <b>Subtotal</b>                                 | <b>\$ 1,181,250</b> |                   |   |
| Contingency (30%)                               | \$ 354,375          |                   |   |
| <b>Total Including Contingency</b>              | <b>\$ 1,535,625</b> |                   |   |
| Financial contribution                          | \$ 200,000          |                   |   |
| <b>Grand Total</b>                              | <b>\$ 1,735,625</b> | <b>\$ 250,600</b> |   |
| <b>Net (Estimated Costs - Estimated Income)</b> | <b>\$ 1,485,025</b> |                   |   |