

STAFF REPORT

Consent Agenda Item

DATE: March 16, 2026

TO: Honorable Mayor and Council Members

FROM: Kaylyn Stainbrook, Parks and Recreation Director

THROUGH: Amy Nilsen, City Manager

SUBJECT: Approve a Facility Use Agreement with Humboldt Fastpitch

STAFF RECOMMENDATION:

Approve a Facility Use Agreement with Humboldt Fastpitch.

EXECUTIVE SUMMARY:

Humboldt Fastpitch is requesting a Facility Use Agreement to utilize City of Fortuna's Harwood Field, Williams Field, the Newburg Concession Stand, and a small storage shed at the Dennis Wendt Sports Complex (Newburg Park) from March 16, 2026, through June 10, 2026, at a reduced rental rate.

Humboldt Fastpitch has used the facilities for several years and fees for these facilities were waived. City Council during the adoption of the Fiscal Year (FY) 2024-25 Fee Schedule removed "waived fees" in order to recover revenue and to be consistent with other local cities. In February 2025, the City Council approved a "Per Player" rate for youth sports organizations to generate revenue. Although this was a discounted rate versus standard Council-approved field rates, Humboldt Fastpitch and another local sports organization expressed that the cost of using the fields would still be too high when transitioning from previously paying nothing despite other jurisdictions charging for facility use.

A generous donor came forward and funded the organizations' use of the fields during their season(s) in 2025.

The "Per Player" rate was removed from the Fiscal Year 25-26 Fee Schedule, effective July 1, 2025, as the rate proved to be difficult to monitor and impractical when coordinating organizations of varying sizes.

Throughout 2025, Humboldt Fastpitch has met with staff several times. During the meetings, staff proposed a reduced field use rate tier system, which would act as an introduction to Humboldt Fastpitch paying rental fees and would gradually increase each year until the organization's cost reaches the City's full rental rates. Humboldt Fastpitch elected to arrange the agreement for one season, then staff and the organization can reassess use for future seasons.

To support the continuity of youth sports in the City, which attracts several visitors, staff is recommending the approval of the Humboldt Fastpitch Facility Use Agreement.

FISCAL IMPACT:

The proposed facility use agreement includes facility use revenue of \$6,600. If a Memorandum of Understanding (MOU) with Humboldt Fastpitch is not approved, the standard seasonal cost to Humboldt Fastpitch would be \$21,840. The MOU provides a reduction in revenue of approximately \$15,250 from the standard seasonal use value.

The City budgeted \$58,000 for field use revenue in FY 25-26 and has to date received approximately \$20,500. The MOU with Humboldt Fastpitch will result in the City not reaching the \$58,000 in revenue for FY 25-26 and may necessitate budget cuts in FY 26-27 if field use revenue is again reduced for Humboldt Fastpitch.

RECOMMENDED COUNCIL ACTION:

Motion to approve the Humboldt Fastpitch Facility Use Agreement. Consent Agenda vote.

ALTERNATIVES TO STAFF RECOMMENDATION:

To not approve the Humboldt Fastpitch Facility Use Agreement, requiring them to pay the standard seasonal use cost of \$21,840 which could lead them to utilize fields not owned by the City and the potential loss of sales tax revenue due to the decrease in spectators from the Fastpitch season. This is not recommended.

ATTACHMENTS:

- Humboldt Fastpitch Facility Use Agreement