

STAFF REPORT

City Council Consent Calendar Agenda Item

DATE: May 2, 2022

TO: Honorable Mayor and Council Members

FROM: Cameron Mull, Parks & Recreation Director

THROUGH: Merritt Perry, City Manager

SUBJECT: **Approval of MOU between City of Fortuna and Mad River Girls Fastpitch Softball Association for Park Facility Use**

STAFF RECOMMENDATION:

Approve the Memorandum of Understanding (MOU) between City of Fortuna and Mad River Girls Fastpitch Softball Association (MRGFSA) for use of softball fields and associated facilities.

EXECUTIVE SUMMARY:

The non-profit youth MRGFSA has been utilizing the City's softball fields for practices and games for multiple years, however an agreement or MOU has not been established to-date (only annual facility rental applications), though the user group has been previously approved as exempt from park use-fees per the City's Fee Schedule. The purpose of the MOU (attached) is to clarify and outline the responsibilities of each involved party. This MOU will allow MRGFSA use of the various facilities from March 1 to June 30 each year, however the MOU outlines that the City reserves the right to use said park facilities at the City's discretion for other uses, if needed.

The majority of facility use by MRGFSA would be at Newburg Park's two softball fields and the main cook shack for serving concessions during practices and/or games. The Bartow Field in Rohner Park and its associated cook shack would be used once annually for MRGFSA's jamboree tournament.

Similar to any other user-group for use of all City facilities, MRGFSA is required to provide insurance to the City during the MOU term. The MOU outlines a trade of services for field use, in that MRGFSA would be responsible for an annual deep-cleaning of the Newburg Park cook shack performed by a professional cleaning service, assistance with repairs to the Newburg cook shack (as needed), a minimum of a \$500 annual donation for the purchase of infield red-rock, and being responsible for the addition of any field modifications specific to girls Fastpitch (approved by the Parks & Recreation Director).

FISCAL IMPACT:

There will be multiple Park staff hours spent on field prep prior to and during the term of the agreement, as well as utility costs (water and ballfield lights) associated with field use. Additionally, there are janitorial costs associated with the added park use, as well as fuel costs to operate equipment for the field prep, and administrative hours spent scheduling field use. MRGFSA will be supplementing some costs with their own funds, including supporting annual purchases of a minimum of \$500 of infield (red rock) material for optimal field conditions, an annual professional cleaning of the Newburg Park cook shack, and paying for any field modifications specific to their use.

RECOMMENDED BOARD ACTION:

Staff recommends that the City Council approve the MOU between City of Fortuna and MRGFSA for park facility use.

ATTACHMENT:

- MOU between the City of Fortuna and Mad River Girls Fastpitch Softball Association