



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Approval of a License Agreement with Taylor Elise White for Youth Center Use at a Reduced Rate

MEETING DATE:

June 5, 2025

SUBMITTED BY: Melissa Swanson, Administrative Services Director/City Clerk

PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to approve a license agreement with Taylor Elise White for use of the Youth Center on Tuesday and Thursday evenings at a reduced rate of \$150 per month to conduct Zumba classes for the public.

BACKGROUND/DISCUSSION:

Ms. White has been providing Zumba classes at the Youth Center for one year on an informal basis. These classes have become a popular and valued community program, offering a low-impact fitness activity accessible to residents of all ages and fitness levels. The Zumba classes contribute to the health and well-being of our community members and foster a positive social environment.

Recognizing the ongoing success and importance of this program, staff has worked with Ms. White to formalize the arrangement through a license agreement. This agreement will ensure consistent access to the Youth Center and provide clarity regarding the responsibilities of both the City and the instructor.

The standard monthly rental rate for the Youth Center for ongoing programs of this nature is \$275, which is the hourly rate for Ms. White's use of the facility calculated monthly. However, considering the following factors, staff recommend a reduced rate of \$150 per month for Ms. White:

- **Community Value:** The Zumba classes provide a valuable recreational and fitness opportunity for a significant number of Clearlake residents. These types of programs align with the City's goals of promoting healthy lifestyles and community engagement.
- **Long-Standing Use:** Ms. White has consistently offered these classes at the Youth Center for a considerable period without a formal agreement. This demonstrates a commitment to the community and a proven track record of responsible facility use.
- **Accessibility:** Maintaining a lower cost for the instructor helps ensure the continued affordability and accessibility of the Zumba classes for community members.

The proposed license agreement outlines the following key terms:

- 1) **Licensee:** Taylor Elise White
- 2) **Facility:** Clearlake Youth Center, 4750 Golf Avenue, Clearlake
- 3) **Purpose:** To conduct Zumba fitness classes for the community.
- 4) **Term:** July 1, 2025 and continuing on a month-to-month basis
- 5) **Days and Times:** Tuesday and Thursday evenings from 6:00 p.m. to 8:00 p.m.
- 6) **Monthly Fee:** \$150.00
- 7) **Insurance:** The instructor will be required to maintain adequate liability insurance, naming the City as an additional insured.
- 8) **Indemnification:** The agreement includes standard indemnification clauses protecting the City from liability arising from the instructor's operations.
- 9) **Other Standard Terms:** The agreement includes other standard terms and conditions related to facility use, maintenance, and termination.

Staff believe that the reduced rate of \$150 per month is justified given the significant community benefit derived from the Zumba program and the instructor's history of providing this service. This rate will allow the program to continue to thrive while providing the City with some revenue to offset operational costs at the Youth Center. Discontinuing or significantly increasing the cost of this program could negatively impact the availability of affordable fitness options for our residents.

OPTIONS:

1. Move to approve a license agreement with Ms. White at a reduced rate of \$150 per month.
2. Other direction

FISCAL IMPACT:

☐ None ☒ \$1500 Budgeted Item? ☐ Yes ☒ No

Budget Adjustment Needed? ☐ Yes ☒ No If yes, amount of appropriation increase: \$

Affected fund(s): ☒ General Fund ☐ Measure P Fund ☐ Measure V Fund ☐ Other:

Comments: Approval of this license agreement at the reduced rate of \$125 per month will result in a monthly revenue of \$125 to the City's Youth Center budget. This is \$150 less than the standard monthly rate of \$275. However, staff believe that the intangible community benefits and the continuation of this valuable program outweigh the difference in revenue.

STRATEGIC PLAN IMPACT:

- ☐ Goal #1: Make Clearlake a Visibly Cleaner City
- ☐ Goal #2: Make Clearlake a Statistically Safer City
- ☒ Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- ☒ Goal #4: Improve the Image of Clearlake

- ☐ Goal #5: Ensure Fiscal Sustainability of City
- ☐ Goal #6: Update Policies and Procedures to Current Government Standards
- ☐ Goal #7: Support Economic Development

SUGGESTED MOTIONS:

Move to approve a license agreement with Taylor Elise White at a reduced rate of \$150 per month and authorize the City Manager to sign.

- ☒ **Attachments:** 1) Draft License Agreement