



City of Dyersville
City Administrator's Office

September 18, 2026

Mayor Jacque and City Council Members
City of Dyersville
Memorial Building
340 1st Avenue East
Dyersville, IA 52040

RE: Facility Rental Agreement — St. Francis Xavier Elementary School Gymnasium

Dear Honorable Mayor Jacque and Council Members:

I am submitting for your review and consideration a resolution approving a facility rental agreement with Beckman Catholic Schools for the use of the gymnasium at St. Francis Xavier Elementary School during the 2026–2027 winter season.

The City's Parks and Recreation program would like to offer adult basketball and adult volleyball through the winter months. The City does not own an indoor gymnasium suitable for those leagues, so the program has relied on school facilities.

Beckman has offered the gymnasium for use on Monday evening at a rate of \$30.00 per hour. Each night runs between one and one and a half and three hours, depending on league size and the schedule. Assuming a season of twenty-eight Mondays, which is an estimate because the season dates have not yet been set, the cost falls between \$1,260 and \$2,520. This is an operating expense to be paid from the General Fund within the Parks and Recreation program budget.

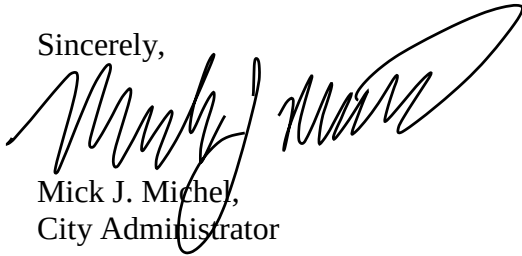
The agreement also requires the City to provide a certificate of insurance showing general liability coverage of at least \$1,000,000 per occurrence and to name Beckman Catholic Schools and the Archdiocese of Dubuque as additional insured. The City has met these same requirements in other programs, and staff will obtain the certificate before the first night of use.

The resolution authorizes the City Administrator to sign the rental agreement, the accompanying usage and indemnity agreement, and any related scheduling documents. Because the season dates are still being set and school activities take priority over outside rentals, scheduling adjustments are likely during the season. Authorizing signature at the staff level allows those adjustments to be handled without returning to the Council for a routine recreation booking.



I recommend adoption of the resolution approving the facility rental agreement with Beckman Catholic Schools and authorizing the City Administrator to sign. If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Mick J. Michel", with a large, sweeping flourish at the end.

Mick J. Michel,
City Administrator
