



OFFICE OF THE CITY MANAGER

AGENDA ITEM REPORT

TO: Honorable City Council

FROM: James A. Gallup, City Manager

DATE: September 11, 2026

SUBJECT: Consider proposed Facilities Use and Lease Agreement with Springwell Foundation

BACKGROUND:

- The city has been approached by the Executive Director of Springwell Foundation requesting to lease space within Nelson-Merry Park & Gym to host charitable, educational, and administrative programming consistent with their non-profit mission.
- Springwell Foundation received "Use Approval" as required in an R-1 Zone by the Regional Planning Commission at their June 22, 2026, meeting.
- City Manager and City Attorney have drafted the attached Facilities Use & Lease Agreement for consideration by all parties
- Remaining questions for council consideration:
 - Base rent amount
 - Length of lease terms
 - Late charge (flat amount or percentage)

FISCAL IMPACT:

- Long-term lease provides revenue while Springwell Foundation offers to improve the space within the facility.

REQUEST/RECOMMENDATION:

- Staff requests continued discussion on remaining items in agreement and finalization for consideration at October regular meeting if agreed upon by Springwell Foundation.

ATTACHMENTS:

- Draft Facilities Use and Lease Agreement with Springwell Foundation