



City of Broken Arrow

Request for Action

File #: 19-1059, **Version:** 1

Broken Arrow City Council
Meeting of: 09-03-2019

Title:

Approval of and authorization to execute an annual Parks and Recreation Use Agreement between the City of Broken Arrow and the Broken Arrow Seniors, Inc (BASi)

Background:

The attached use agreement grants a non-exclusive license to allow Broken Arrow Seniors, Incorporated (BASi), a registered non-profit organization, to use the Senior Center which is located at 1800 South Main Street in Broken Arrow. No significant changes have been made as compared to the previous year's agreement; however, an increase of two percent (\$450) for utilities has been added to this use agreement.

Highlights of the Use Agreement are as follows:

- City agrees to pay for the utilities (electrical and natural gas) of the Premises during the full term of this Agreement, which shall not exceed \$21,750.00 per fiscal year.
- BASi will manage all scheduling and third party reservations for the Premises.
- BASi shall maintain, replace or repair any minor maintenance item that is considered routine in nature for the Premises and the City shall maintain, replace or repair any major maintenance item that is not considered routine in nature for the Premises.
- BASi shall perform all custodial duties for the Premises as needed, and on regular basis to ensure cleanliness of the facility.
- BASi shall supply commercial dumpster service at BASi expense.
- BASi's term for usage will commence upon approval and end on June 30, 2020

Cost: \$21,750.00

Funding Source: Parks and Recreation General Operations

Requested By: Matt Hendren, Parks and Recreation Director

Approved By: City Manager's Office

Attachments: BASi Use Agreement 2019-20

Recommendation:

Approve and authorize execution of an annual Broken Arrow Seniors, Inc. Use Agreement