



Agenda Report

Fullerton City Council

MEETING DATE: JANUARY 21, 2025

TO: CITY COUNCIL / SUCCESSOR AGENCY

SUBMITTED BY: DAISY PEREZ, DEPUTY CITY MANAGER

PREPARED BY: EDGAR ROSALES, SENIOR ADMINISTRATIVE ANALYST
RACHEL CASTANON, ADMINISTRATIVE ANALYST

SUBJECT: LICENSE AGREEMENT WITH CHAPTER 15, IZAAK WALTON LEAGUE OF AMERICA FOR IZAAK WALTON CABIN USE

SUMMARY

The Izaak Walton League of America (IWLA) has held meetings, community programs and private rentals at 1200 South Harbor Boulevard (Hillcrest Park) since 2002 under agreements that expired in 2015 and continued operations under the expired agreement terms. The proposed agreement formalizes terms for IWLA continued property use.

PROPOSED MOTION

Authorize City Manager to execute and administer a License Agreement between the City of Fullerton and Fullerton Chapter 15, Izaak Walton League of America for use of the Izaak Walton Cabin located at Hillcrest Park (1200 South Harbor Boulevard) for an initial five-year term, February 1, 2025 to January 31, 2030, with an option to exercise two five-year extensions, in a form approved by the City Attorney, and authorize minor non-substantive changes as necessary.

ALTERNATIVE OPTIONS

- Approve the Proposed Motion
- Continue to negotiate a new agreement with IWLA
- Direct staff to issue RFP for new property tenant
- Provide alternate direction to staff facility use
- Other options brought by City Council.

STAFF RECOMMENDATION

Staff recommends the Proposed Motion.

CITY MANAGER REMARKS

City Manager recommends approval of license agreement.

PRIORITY POLICY STATEMENT

This item matches the following Priority Policy Statement:

- Infrastructure and City Assets.

FISCAL IMPACT

IWLA would pay the City a \$1.00 per year license fee and cover operational costs, including janitorial services and routine maintenance.

The City would retain responsibility for capital repairs and structural maintenance, including HVAC, plumbing and electrical systems, per established replacement schedules included in the City capital repair budget . Staff anticipates minimal capital repair costs during the initial term of the agreement, based on historical data.

BACKGROUND AND DISCUSSION

The City of Fullerton entered into a Use Agreement for the Izaak Walton Cabin with IWLA in 2002 and 2008. The previous agreement expired in 2015 and both organizations have operated under the agreement general terms since that time. IWLA wishes to resume using the space for rentals, which stopped during covid. The licensee would use the City Council-approved Parks and Recreation Facility Fee Schedule for all rental fees.

IWLA chapters work to meet local conservation challenges and introduce youth and families to conservation. Scouting America uses the Izaak Walton Cabin for weekly meetings and annual organization events.

The proposed license agreement between the City of Fullerton and Fullerton Chapter 15 of the Izaak Walton League of America (IWLA) formalizes ongoing use of the Izaak Walton Cabin (Cabin) in Hillcrest Park. Key terms and provisions include:

- Purpose and Use: IWLA would utilize the Cabin for organizational meetings, community programs and private event rentals. Rental fees would follow the City Council-approved Parks and Recreation Facility Fee Schedule, with IWLA permitted to waive fees for nonprofit, community-focused groups such as Scouting America.
- Term: The agreement establishes an initial five-year term from February 1, 2025 to January 31, 2030 with an option for two five-year extensions upon mutual consent.
- Fee and Cost Structure: IWLA would pay an annual \$1 license fee and assume responsibility for operational costs, including janitorial services and routine maintenance. The City retains responsibility for major capital repairs and structural maintenance, including HVAC, plumbing and electrical systems.
- Public Access and Event Regulations: IWLA's use of the Cabin would not interfere

with public access to Hillcrest Park. Use of areas beyond the Cabin requires compliance with City regulations, including obtaining permits. The City would waive specific fees for IWLA use of the adjacent picnic area but would recover custodial, security and related event costs.

- Termination Rights: The Agreement allows the City to terminate with 180-days' notice for public interest considerations or under other specified conditions, such as default or abandonment.

This agreement provides clarity regarding roles, responsibilities and financial obligations, ensuring operational continuity while maintaining City oversight and public access. Approving this agreement would formalize IWLA Cabin use under updated terms.

Attachments:

- Attachment 1 – Izaak Walton League of American License Agreement

cc: City Manager Eric J. Levitt