



LEGAL REQUEST MEMORANDUM (LRM)

To: ☐ Matthew Minter, County Attorney ☐ Dana E. Olesky, Chief Asst County Attorney ☐ Elizabeth Alt, Sr Asst County Attorney ☐ Russell Ward, Asst County Attorney ☒ Thomas Schwartz, Asst County Attorney

From: (Name) Couillard Jim (Dept) Parks & Recreation - 6120
(Title) Director (Phone) 671-8560
Signature [Signature] Date Friday, February 23, 2024

The Office of the County Attorney is requested to provide legal assistance as detailed in this legal request and supporting documents (attached).

Request for: ☐ New Document ☒ Review & Comment ☐ RESUBMIT LRM No. _____
☒ Approve as to Form ☐ Other

Description of Request

The Parks & Recreation Department previously utilized Non-Exclusive Fee Agreements to manage private leagues that wanted to use County sports facilities on a regular basis. Department staff have significantly revamped this Agreement (now titled Athletic Facility Agreement) to clarify league and County obligations, establish park rules, clarify and strengthen scheduling and field usage requirements and update various fees associated with the Agreement. Department staff are requesting a Legal review of this Agreement prior to sharing it with the various leagues and before presenting to the BCC for approval. The attached Athletic Facility Agreement is already formatted for the league that utilizes Shocker Park as their "home base" and will be the first organization we will contract with using the new Agreement.

For more information or discussion, contact: ☐ Same as above

(Name) Cooper Laura (Title) Administrative Services Coordinator (Phone) 671-8564
Last First

COMPLETION IS REQUESTED BY: (specific date) Monday, March 11, 2024
Please allow for a MINIMUM of five (5) working days from receipt of LRM:

Agenda Item? ☒ Yes ☐ No

Agenda Deadline Date: _____ Agenda Date: _____

LRM No. 2024-157 DO NOT COMPLETE - Office of the County Attorney use ONLY

Outcome:

Date Received:

Approved as to form as modified.

RECEIVED

By Marion County Attorney- AT at 2:13 pm, Feb 23, 2024

Attorney Signature: [Signature] Date 3/14/24

Staff Signature: [Signature] 3/14/24 Completed
Returned: ☒ Department ☐ Admin ☐ Procurement