



AGENDA REPORT

Library and Community Services

DATE:	December 5, 2023
TO:	Mayor Martinez and Members of the City Council
FROM:	LaShonda White, Deputy City Manager - Community Services Ranjana Maharaj, Deputy Director, Community Services-Recreation Tetteh Kisseh, Recreation Supervisor
Subject:	Memorandum of Understanding with All Season's Ice Company to Provide Ice/Snow at Nicholl Park
FINANCIAL IMPACT:	The net value of All Season's Ice Company's contribution in services and products towards the City of Richmond is equal to \$12,812. The amount of fees waived by the City for the use of various Community Centers is \$2,188.
PREVIOUS COUNCIL ACTION:	None.
STATEMENT OF THE ISSUE:	The Recreation department is seeking approval of a Memorandum of Understanding between the City of Richmond and All Season's Ice Company to provide 20 tons of ice/snow at Nicholl Park during the Winter Break for Richmond residents at no cost to participants and the City of Richmond.
RECOMMENDED ACTION:	APPROVE the Memorandum of Understanding between the City of Richmond and All Season's Ice Company to provide 20 tons of ice/snow to Richmond residents at Nicholl Park during the Winter Break at no cost to the City of Richmond and for a term from November 23, 2023, to December 31, 2023 – Community Services Department (LaShonda White 510-620-6828/Ranjana Maharaj 510-620-6972).

DISCUSSION:

On July 19, 2022, the City Council approved the Fee Waiver and Partnership policy and application process to allow for partnering with outside organizations which can provide services that benefit the Richmond community and to provide support to organizations that provide a community service through an equitable process. Based upon this policy, City staff is bringing forth a partnership application for All Season’s Ice Company who is interested in providing Ice/Snow to Richmond residents during the winter break at no cost to the participants and the City.

All Season’s Ice Company’s contribution towards this event amounts to \$14,000. This amount covers the cost of supplies, materials, and stipend for volunteers. As shown in the table below, the estimated cost to rent Nicholl Park for such an event with 200 or more attendees would be \$2,188.

Since this is a partnership between All Season’s Ice Company and the City of Richmond, the cost to use this space would be waived. The net value for the City in this partnership amounts to \$12,812.

City of Richmond, Field/Park Rental Estimates

	Quantity	Unit Price	Total Value
Deposit	1	\$154.00	\$154.00
Application Fee	1	\$50.00	\$50.00
Event hourly fee over 200 attendees	16	\$124.00	\$1,984.00
		Total Rental Cost	\$2,188.00

The total budget estimate for All Season’s Ice Company (partner) to provide Ice/Snow to Richmond residents for one day equals \$14,000. The partner’s contribution outweighs the cost to the City; therefore, City staff is seeking City Council approval to waive the fees associated with using this space for this program and to approve the partnership Memorandum of Understanding between All Season’s Ice Company and the City of Richmond.

DOCUMENTS ATTACHED:

Attachment 1 – Memorandum of Understanding with All Season’s Ice Company