



Waconia Middle School/Safari Island Community Center

Lease/Shared Usage Agreement Review Summary

12/20/2023



Prepared for:

PUBLIC SCHOOLS ISD 110



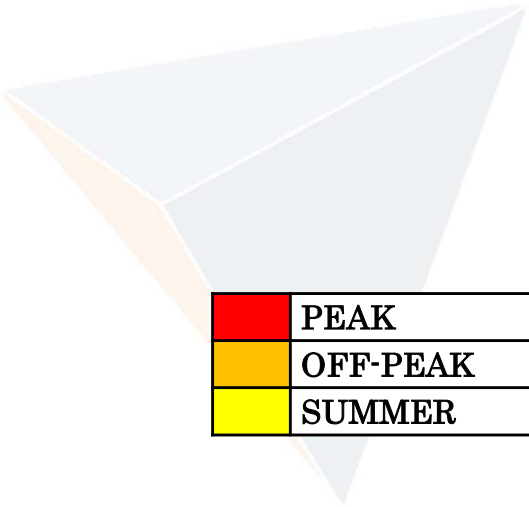
	Middle School	Exclusive to District*
	Community Center	Exclusive to City**
	Shared Space	Exclusivity/Priority defined by seasonal schedule

*City has license to use:

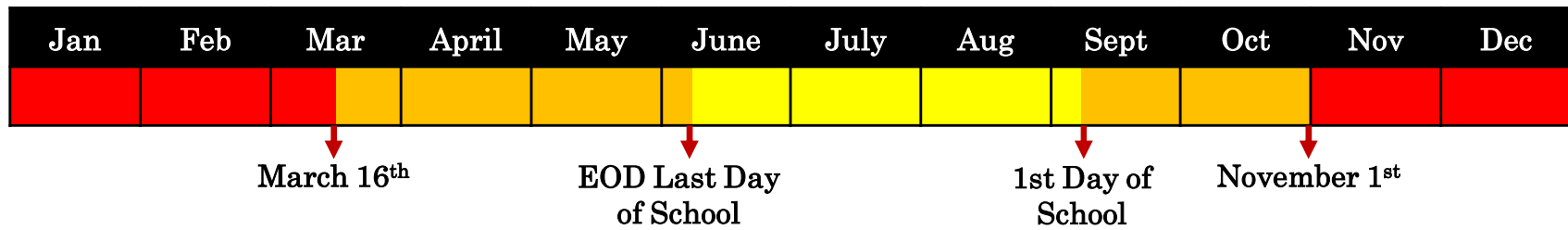
1. Cafeteria in school for any permitted uses when not otherwise scheduled
2. District bleachers for additional seating. City assumes liability for damages when using bleachers.

**District has license to use of one or more meeting rooms located in Community Center when not otherwise scheduled

Division of Campus: Shared Space Seasons



PEAK
OFF-PEAK
SUMMER



PEAK	←
OFF-PEAK	
SUMMER	

Division of Campus: Shared Space – PEAK SEASON

	School (S)
	City (C)
C	City Priority
S	School Priority

M-W-F

	Gym 1	Gym 2	Gym 3	Gym 3	Lane Pool	Play Pool
6-7 AM						
7-8 AM						
8-9AM					C*	
9-10 AM						
10-11 AM						
11-12 PM	C					
12-1 PM	C				C*	
1-2 PM						
2-3 PM						
3-4 PM					S	
4-5 PM					S	
5-6 PM					S	
6-7 PM						
7-8 PM						
8-9 PM						
9-10 PM						

Exceptions:

- District holds exclusive use of shared pool space during swim meets and play pool will be CLOSED. Three month notice required.

* Period per day adjusted to accommodate school schedule quarterly.

T-TH

	Gym 1	Gym 2	Gym 3	Gym 3	Lane Pool	Play Pool
6-7 AM						
7-8 AM						
8-9AM					C*	
9-10 AM						
10-11 AM						
11-12 PM	C					
12-1 PM	C				C*	
1-2 PM						
2-3 PM						
3-4 PM					S	
4-5 PM					S	
5-6 PM					S	
6-7 PM						
7-8 PM						
8-9 PM						
9-10 PM						

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PEAK	←
OFF-PEAK	
SUMMER	

Division of Campus: Shared Space – PEAK SEASON

	School (S)
	City (C)
C	City Priority
S	School Priority

Sat

	Gym 1	Gym 2	Gym 3	Gym 3	Lane Pool	Play Pool
6-7 AM						
7-8 AM						
8-9AM	S	S	C	C	C	
9-10 AM	S	S	C	C	C	
10-11 AM	S	S	C	C	C	
11-12 PM	S	S	C	C	C	
12-1 PM	S	S	C	C	C	
1-2 PM	S	S	C	C	C	
2-3 PM	S	S	C	C	C	
3-4 PM	S	S	C	C	C	
4-5 PM						
5-6 PM						
6-7 PM						
7-8 PM						
8-9 PM						
9-10 PM						

Exceptions:

- District holds exclusive use of shared pool space during swim meets and play pool will be CLOSED. Three month notice required.

* Period per day adjusted to accommodate school schedule quarterly.

Sun

	Gym 1	Gym 2	Gym 3	Gym 3	Lane Pool	Play Pool
6-7 AM						
7-8 AM						
8-9AM						
9-10 AM						
10-11 AM						
11-12 PM						
12-1 PM						
1-2 PM						
2-3 PM						
3-4 PM						
4-5 PM						
5-6 PM						
6-7 PM						
7-8 PM						
8-9 PM						
9-10 PM						

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PEAK
OFF-PEAK 
SUMMER

Division of Campus: Shared Space – OFF PEAK SEASON

	School (S)
	City (C)
C	City Priority
S	School Priority

M-W-F

	Gym 1	Gym 2	Gym 3	Gym 3	Lane Pool	Play Pool
6-7 AM						
7-8 AM						
8-9AM					C*	
9-10 AM						
10-11 AM						
11-12 PM	C					
12-1 PM	C				C*	
1-2 PM						
2-3 PM						
3-4 PM					S	
4-5 PM					S	
5-6 PM					S	
6-7 PM						
7-8 PM						
8-9 PM						
9-10 PM						

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T-TH

	Gym 1	Gym 2	Gym 3	Gym 3	Lane Pool	Play Pool
6-7 AM						
7-8 AM						
8-9AM					C*	
9-10 AM						
10-11 AM						
11-12 PM	C					
12-1 PM	C				C*	
1-2 PM						
2-3 PM						
3-4 PM					S	
4-5 PM					S	
5-6 PM					S	
6-7 PM	S	S	C	C		
7-8 PM	S	S	C	C		
8-9 PM						
9-10 PM						

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PEAK	
OFF-PEAK	←
SUMMER	

Division of Campus: Shared Space – OFF PEAK SEASON

	School (S)
	City (C)
C	City Priority
S	School Priority

Sat

	Gym 1	Gym 2	Gym 3	Gym 3	Lane Pool	Play Pool
6-7 AM						
7-8 AM						
8-9AM	S	S	C	C	C	
9-10 AM	S	S	C	C	C	
10-11 AM	S	S	C	C	C	
11-12 PM	S	S	C	C	C	
12-1 PM	S	S	C	C	C	
1-2 PM	S	S	C	C	C	
2-3 PM	S	S	C	C	C	
3-4 PM	S	S	C	C	C	
4-5 PM						
5-6 PM						
6-7 PM						
7-8 PM						
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Sun

	Gym 1	Gym 2	Gym 3	Gym 3	Lane Pool	Play Pool
6-7 AM						
7-8 AM						
8-9AM						
9-10 AM						
10-11 AM						
11-12 PM						
12-1 PM						
1-2 PM						
2-3 PM						
3-4 PM						
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8-9 PM						
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	PEAK
	OFF-PEAK
	SUMMER 

Division of Campus: Shared Space – SUMMER SEASON

	School (S)
	City (C)
C	City Priority
S	School Priority

Mon-Fri

	Gym 1	Gym 2	Gym 3	Gym 3	Lane Pool	Play Pool
6-7 AM						
7-8 AM						
8-9AM	S	S	C	C	C	
9-10 AM	S	S	C	C	C	
10-11 AM	S	S	C	C	C	
11-12 PM	S	S	C	C	C	
12-1 PM	S	S	C	C	C	
1-2 PM	S	S	C	C	C	
2-3 PM	S	S	C	C	C	
3-4 PM	S	S	C	C	C	
4-5 PM	S	S	C	C	C	
5-6 PM	S	S	C	C	C	
6-7 PM						
7-8 PM						
8-9 PM						
9-10 PM						

Exceptions:

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Weekends

	Gym 1	Gym 2	Gym 3	Gym 3	Lane Pool	Play Pool
6-7 AM						
7-8 AM						
8-9AM						
9-10 AM						
10-11 AM						
11-12 PM						
12-1 PM						
1-2 PM						
2-3 PM						
3-4 PM						
4-5 PM						
5-6 PM						
6-7 PM						
7-8 PM						
8-9 PM						
9-10 PM						

Exceptions:

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Description of Activity	Approved Usage Description
Adult Recreational Programs	Programs and activities primarily targeted to families or post-high school age groups and individuals including athletic performance training, fitness challenges, instruction, programs, and wellness-promoting activities/games. Services related to supporting offsite recreational programs (example trail maps, picnic kits, etc.) EXCEPTIONS (per below): • Swimming lessons • Youth birthday parties & Playland Activities
Social Gatherings	Weddings, Reunions, Parties (Adult and Children), General Social Gatherings, and Playland Activities
Meetings & Activities	Business, Civic, and Educational Meetings & Activities
Aquatic Activities	Swimming lessons and other aquatic activities for all age groups
Health & Wellness	Therapeutic massage, injury prevention services, health and wellness services and programs, exercise testing, exercise prescription,

District	City
<u>Pertaining to activities in the Middle School & Shared Space</u> • Activity/Athletic event admission fees (including swim meets) • Program sales receipts • Concession sales from district events (excl. vending machines) • Related merchandise sales	<u>Pertaining to activities in the Community Center & Shared Space</u> • User Fees • Rent • Concession Sales • Vending Machine Commission • Corporate Sponsorships (including naming rights) • Grants • Legislative Appropriations • Donations (including naming rights)

Operating Expense Responsibilities

Expense Description	District Share (Lease/Shared)	City Share (Lease/Shared)
Operating Cost for Community Center	0%	100%
Operating Cost for Shared Space	66%	34%
Related Building Operating Cost (Janitorial, Maintenance, Security, Required Repairs, Plumbing, HVAC etc.)	83%	17%
Operating Cost for School	100%	0%

Utility Expense Responsibilities

Expense Description	District Share (Lease/Shared)	City Share (Lease/Shared)
Electrical Meter A	100%	0%
Electrical Meter B	66%/15%	34%/85%
Electrical Meter C	0%	100%
Electrical Meter D	100%	0%
Gas Meter (following SUB-METER deduction)	96%	4%
Natural Gas SUB-METER	32%/0%	68%/100%
Hot Water Meter	83%	17%
Cold Water Meter (following SUB-METER deduction)	86%	14%
Cold Water SUB-METER	54%/0%	46%/100%
Irrigation Meter	100%	0%
Other Meters	100%	0%
Telecom – Voice Lines	Actual assigned lines	Actual assigned lines
Telecom – Data/Internet	Actual usage measured by switches/routers	Actual usage measured by switches/routers
Telecom – Video	Share based on % of total devices using services	Share based on % of total devices using services
Telecom – Long Distance	Actual usage from assigned lines	Actual usage from assigned lines

COMMUNITY CENTER: Additional Responsibilities/Expenses

Description	City Share
Snow Removal	Driveways comprising a portion of the accessways.
Real Estate Taxes	Responsible for all taxes resulting from activities conducted by EDA
Decorating (NON-Capital Improvement)	100%
Capital Improvements to Non-Shared/Related Building	100%
Waste/Recycling Disposal	100%
Pool Supplies (Chemicals, Equipment)	100%
Gym Supplies (Equipment)	100%
Supervision of Shared Space	BY USING ENTITY

DISTRICT: Additional Responsibilities/Expenses

Description	District Share
Pool Rent (in lieu of contribution to maintenance, capital improvements, equipment, supplies, etc.)	\$108,181.61 for 2023 <i>\$105,000 (years 1-20 w/ 1% increases annually years 21-30)</i>
Supervision of Shared Space	BY USING ENTITY

Insurance Coverage Requirements

Coverage Type	District	City
Commercial General Liability Insurance	Minimum per State of Minnesota Statutes 466.04	Minimum per State of Minnesota Statute 466.04
Property Insurance	“All Risk” Full replacement value of building, other improvements, fixtures, and personal property onsite	Full replacement value of removable trade fixtures, & personal property onsite

Insurance Coverage Escalator Clause

Insurance requirements (minimums) shall increase by 25% on the following anniversaries:

1. 10th year (3/15/2010)
2. 20th year (3/15/2020)

Non-Governmental Sub-lessee Insurance Coverage Requirements

Coverage Type	Full Space Sublease	Partial Space Sublease
Commercial General Liability Insurance	\$4,000,000 in General Liability (Bodily/Personal Injury)	\$2,000,000 in General Liability (Bodily/Personal Injury)
Property Insurance	“All Risk” Full replacement value of building, other improvements, fixtures, and personal property onsite	Full replacement value of removable trade fixtures, & personal property onsite