

MEMORANDUM OF UNDERSTANDING

Between Louisa County, Virginia and Louisa Youth Athletics Association (LYAA)
Athletic Field Use Agreement

This Memorandum of Understanding ("MOU") is entered into this ____ day of _____, 2026, by and between Louisa County, Virginia ("County") and the Louisa Youth Athletics Association ("LYAA" or "Organization").

1. PURPOSE AND INTENT

Louisa County recognizes the important role youth athletic organizations play in supporting community engagement, youth development, and quality of life. The County has made significant investments in recreational infrastructure, including synthetic turf and athletic facilities, to support these efforts.

This agreement establishes a framework for the Organization's use of County athletic facilities in a manner that:

- Supports high-quality youth programming
- Ensures equitable access among user groups
- Protects County facilities and long-term investments
- Maintains a sustainable and transparent cost structure

2. TERM

This agreement shall be effective from _____ through _____.

This MOU shall be reviewed annually and may be renewed, modified, or terminated by mutual written agreement or as provided herein.

3. FACILITY USE AND ACCESS

A. General Access

The County will provide LYAA with access to designated athletic facilities, including synthetic turf and natural grass fields, for practices and games.

All access is:

- Non-exclusive
- Subject to availability
- Governed by County policies and operational needs

B. Scheduling Authority and Priority

All scheduling shall be coordinated through the Louisa County Parks and Recreation Department.

Field allocation shall follow the County's established priority framework:

1. Louisa County Public Schools
2. County Parks and Recreation programs
3. Approved community organizations

Submission of schedules does not guarantee specific days, times, or field types.

C. Advance Scheduling

LYAA may submit seasonal scheduling requests in advance to support planning and program development. The County will make reasonable efforts to accommodate requests; however, all scheduling remains subject to availability, priority use, and operational constraints.

D. Scheduling Adjustments

The County reserves the right to modify schedules due to:

- Weather or field conditions
- Maintenance needs
- Higher priority uses
- Operational considerations

The County may, at its discretion, offer alternative times or locations but is not obligated to do so.

4. SEASONAL STRUCTURE

The Agreement is structured around seasonal use periods, each of which will be scheduled and billed independently.

Seasonal Periods

- Fall Season: August 1 – December 7

5. SEASONAL FEE STRUCTURE

A. Base Seasonal Package

The Organization shall pay a base seasonal fee that includes a defined number of scheduled practices and games as outlined below. Any usage beyond the seasonal allotment shall be scheduled and billed separately in accordance with Section 5.C.

Seasonal Rental Fee

- Fall Season: \$625

Annual Rental Fee

- Total Annual Cost: \$625

Natural grass fields shall be utilized for practices not scheduled on synthetic turf fields. Requested field locations will be considered; however, all assignments remain subject to availability, scheduling priorities, field conditions, and the operational needs of the County.

Each Seasonal Package Includes:**Practices**

- Practice Days: Up to 45 Practice Days per season
- Practice Days shall generally occur between 6:00 PM and 9:00 PM.
- LYAA shall have access to both synthetic turf fields for up to 2 Practice Days per week during scheduled Practice Days.
- Turf field access shall not exceed 20 Practice Days per season.
- The remaining Practice Days shall occur on County-assigned natural grass fields, subject to availability and field conditions.
- Multiple teams may utilize the fields during Practice Day.
- Practice Days represent reserved field access and are not limited by the number of teams utilizing the fields.

Games

- Game Days: Up to 4 Game Days per season
- Game Days shall generally occur between 8:00 AM and 8:00 PM.
- LYAA shall have access to both synthetic turf fields during scheduled Game Days.
- Multiple games may be conducted during Game Day.
- Game Days represent reserved field access and are not limited by the number of games conducted during the scheduled time period.
- Additional games beyond the included 4 per season shall be scheduled and billed separately in accordance with Section 5.C

Practice limits represent maximum allowable use and do not guarantee specific field assignments or availability.

B. Standard Time Allotments

- Practice Day: Up to 3 hours (6:00 PM – 9:00 PM)
- Game Day: Up to 12 hours (8:00 AM – 8:00 PM)

All time includes setup and breakdown. Fields must be vacated promptly at the end of the scheduled time.

C. Additional Usage

Usage beyond the seasonal allotment shall be billed as follows:

Additional Turf Practice Day:

- \$25 per day any turf practice exceeding 20 practices per season

Additional Grass Practice Day:

- \$5 per day

Additional Games:

- Synthetic Turf Fields: \$75 per game (2-hour block)
- Natural Grass Fields: \$25 per game (2-hour block)

All additional usage:

- Must be approved in advance
- Must be scheduled through Parks and Recreation

D. Overage Charges

Use exceeding scheduled time will be billed as follows:

- Practice Overage:
 - \$10 per hour or portion thereof
- Game Overage:
 - Synthetic Turf Fields: \$25 per additional hour
 - Natural Grass Fields: \$15 per additional hour

Overage charges may apply when:

- Activities extend beyond scheduled time
- Fields are not cleared on time

E. Payment Terms

Payment shall be due prior to the start of each season unless otherwise agreed in writing.

Failure to make timely payment may result in suspension of field access or cancellation of scheduled activities.

F. Fee Policy Alignment

The fees and charges established in this Agreement are specific to this Organization and shall supersede the County's adopted Parks and Recreation Fee Schedule for the facilities and uses covered herein.

In the event of any conflict between this Agreement and the Parks and Recreation Fee Schedule, the terms of this Agreement shall control for the duration of this Agreement.

6. FIELD USE STANDARDS AND FACILITY PROTECTION

The Organization shall comply with all County policies and field use rules, including those specific to synthetic turf.

LYAA agrees to:

- Use facilities only as intended
- Avoid activities that may damage fields
- Follow all posted and communicated rules
- Immediately report any damage or safety concerns

The County reserves the right to restrict or suspend use to protect field conditions.

7. MAINTENANCE AND OPERATIONS

A. County Responsibilities

- Maintain safe and playable facilities
- Perform routine maintenance
- Manage field operations and lighting

B. Organization Responsibilities

- Provide supervision during all activities
- Ensure participants follow rules
- Remove trash and restore field areas
- Coordinate scheduling needs

8. COORDINATION AND COMMUNICATION

The parties agree to maintain open communication regarding scheduling, programming, and operational needs.

At a minimum, the parties shall conduct one (1) in-person coordination meeting annually to review field usage, scheduling practices, operational concerns, and opportunities for improved coordination. Additional meetings may be scheduled as needed to support effective planning and program delivery.

9. CONDUCT, INSURANCE, AND LIABILITY

A. Conduct

LYAA is responsible for all participants, coaches, volunteers, and spectators.

B. Insurance

LYAA shall maintain:

- Commercial General Liability Insurance
 - \$1,000,000 per occurrence
 - \$2,000,000 aggregate

The County must be provided with at least 30 days' prior written notice of any cancellation, expiration, or reduction in limits of insurance coverage.

The policy shall:

- Name Louisa County as Additional Insured
- Be primary and non-contributory
- Include waiver of subrogation

Proof of insurance is required prior to use each season.

C. Hold Harmless and Indemnification

LYAA shall execute a separate Hold Harmless and Indemnification Agreement.

LYAA agrees to defend, indemnify, and hold harmless the County from claims arising from its use of facilities.

10. WEATHER AND FIELD CONDITIONS

The County has sole authority to close fields for safety or maintenance.

No refunds or credits are guaranteed for cancellations due to weather or other conditions beyond the County's control.

11. DAMAGE, FACILITY USE, AND COST RECOVERY

LYAA shall be responsible for damage beyond normal wear and tear.

The County may:

- Invoice for repairs and excessive cleanup
- Restrict or suspend access
- Enforce compliance with field use standards

12. TERMINATION

This Agreement may be terminated:

- By either party with at least 90 days' prior written notice
- Immediately for non-compliance, safety concerns, or misuse

13. AMENDMENTS

This Agreement may be amended only in writing by both parties and upon approval by the Louisa County Board of Supervisors.

14. GENERAL PROVISIONS

- This Agreement grants a revocable license, not a lease.
- The County retains full ownership and control of all facilities.
- The County's records of scheduling and usage shall control in the event of dispute.
- This Agreement constitutes a legal, binding, and enforceable obligation of the Parties and governs facility use.

15. COMMUNITY PARTNERSHIP PROGRAM

The County recognizes the value that LYAA provides through volunteerism, youth development, recreation programming, and support of community events. The parties acknowledge that opportunities may exist for LYAA to assist Louisa County Parks and Recreation in delivering recreational services that benefit the broader community.

A. Partnership Activities

LYAA may voluntarily partner with Louisa County Parks and Recreation to assist with activities including, but not limited to:

- Youth sports clinics
- Sports camps
- Tournament operations
- Field preparation and event support

- Community recreation events
- Coaching or instructional assistance
- Other mutually agreed-upon recreational programming

B. Fee Credits

At the sole discretion of the County, documented volunteer services or partnership activities provided by LYAA may be credited toward future seasonal field use fees. Any fee credit shall:

- Be approved in advance by Parks and Recreation;
- Be documented by both parties;
- Be applied to a future season unless otherwise agreed; and
- May be applied up to 100% of the Annual Rental Fee established under this Agreement, as determined by the County based on the scope and value of the partnership activities provided.

C. Annual Review

The County and LYAA may review partnership activities annually and discuss opportunities for future fee reductions, credits, or expanded programming based on demonstrated community benefit.

Nothing in this section shall obligate the County to provide fee credits, nor shall it require LYAA to participate in any partnership activity.

16. ESTIMATED MAINTENANCE AND OPERATIONS COST SUMMARY

The following estimates reflect the maintenance and operational costs associated with Louisa County athletic field facilities. The amounts presented herein represent an allocated share based on LYAA's anticipated usage and do not reflect total system-wide costs. Costs are distributed based on a conservative combination of proportional shared use, such as synthetic turf maintenance, and direct usage, such as natural grass field maintenance and organization-specific operational needs.

A. Field Maintenance (Allocated Share)

Description	Per Season
Turf grooming/brushing	\$120
Turf sweeping/debris removal	\$80
Infill top-off	\$200
Minor repairs	\$250
Cleaning/sanitation	\$50
Mowing (labor, fuel, equipment wear)	\$600
Field lining/striping	\$250
Fertilization/seeding	\$250
Irrigation/water use	\$150
On-site staffing (turf use only)	\$1,824
Portable restrooms (rental + service)	\$500
Lighting (incremental use)	\$150
Total	\$4,424

B. Capital Investment (Not Charged to Users)

Description	Per Season	Annual
Turf replacement reserve	\$100,000	\$200,000

Total County Facility Investment

- Approximately \$117,696-\$122,120 per season
- Approximately \$235,392-\$244,240 annually

C. Maintenance Cost Allocation and Seasonal Fee

The estimated maintenance and operations costs associated with LYAA field usage are shared among multiple users, including Louisa County Public Schools, Louisa County Parks and Recreation, LASA, and LYAA.

The seasonal fee established under this agreement reflects a subsidized youth athletics rate structure and includes:

- Turf practice access at \$20 per 90-minute session
- Grass practice access at \$1 per day

The seasonal fees contribute only toward a limited portion of the estimated operational costs associated with field usage and do not include recovery of the following County expenses:

- Full routine and corrective maintenance costs associated with synthetic turf and natural grass fields
- Staffing and supervision costs associated with turf field scheduling, monitoring, and facility oversight
- Portable restroom rental, servicing, and related operational support
- Long-term capital replacement reserves associated with future synthetic turf replacement and lifecycle costs

D. Actual Charges to LYAA

Description	Amount
Turf Practice Days (20 @ \$20/session)	\$400
Grass Practice Days (25 @ \$1/day)	\$25
Turf Game Days (4 @ \$50.00)	\$200
Total Seasonal Fee	\$625

E. Estimated County Subsidy

Description	Per Season
Estimated LYAA Operational Impact	\$4,424
LYAA Seasonal / Annual Fee	\$625

Estimated County Subsidy

- **Approximately \$3,799 per season**

The County acknowledges that the fees established under this agreement are intentionally subsidized to support youth athletics and community recreation programming.

17. SIGNATURES

Louisa County, Virginia

Name: _____

Title: _____

Signature: _____

Date: _____

Louisa Youth Athletics Association (LYAA)

Name: _____

Title: _____

Signature: _____

Date: _____