MEETING DATE: April 19, 2016

Submitting Department(s): Clerk of the Board

BRIEF SUBJECT/ISSUE DESCRIPTION: Fees associated with the rental of Willows Memorial Hall for Lamb Derby

Contact: Di Aulabaugh, Clerk of the Board
Phone: (530) 934-6400

AGENDA PLACEMENT

APPOINTMENT – Appearances by: (Specify Name & Title)

Required ___ Minutes

☐ Business – No ☐ Consent
☐ Correspondence ☐ Reports & Notices

AFFECTED DEPARTMENT(S)

☐ Receive Concurrence

ATTACHMENTS

☐ Board Report
☐ Letter
☐ Minute Order
☐ Contract
☐ Transfer
☐ Grant App.
☐ Resolution

☐ Ordinance
☐ Proclamation
☐ Policy Update
☐ Code Update
☐ Other
☐ Price Guide

LEGAL/PERSONNEL/FISCAL

☐ County Counsel
☐ Personnel
☐ Finance

CLERK INSTRUCTIONS

☐ Return Minute Order
☐ Return Certified Copy Of:

☐ Other:

PUBLIC HEARINGS & COMMITTEE VACANCIES

☐ State ☐ Federal

☐ Published
☐ Affidavit on File w/Clerk
☐ Affected Parties Notified

LEGISLATION

Bill#: ___
☐ Latest Version of Bill
☐ Draft Letter Attached
☐ List of Supporters/Opposers
☐ Statement of Relevance to County Interests
☐ Description Attached

☐ General Fund Impact
☐ Other: ______
☐ Budgeted
☐ Transfer Attached
☐ 4/5ths Vote Required
☐ Contingency Request

FUNDING SOURCE/IMPACT

☐ New ☐ Renewal
☐ Amendment
☐ Insurance Certificate
☐ Contract Report

CONTRACTS, LEASES & AGREEMENTS

Date of Original Contract:
Contract No.: ______
Fiscal Year: ______

RECOMMENDED ACTION/MOTION:

Recommendation of Clerk of the Board of Supervisors to discuss and provide staff direction on request to reduce Willows Memorial Hall rental fees to $500.00 for the Willows Lamb Derby rehearsals and events taking place in the Memorial Hall from May 1st through May 9th.

Reviewed By (if applicable):

Di Aulabaugh, Clerk of the Board

Personnel Director

Department of Finance

CC:
TO: Honorable Board Members

FROM: Debbie Lambert

DATE: April 19, 2016

SUBJECT: Rental Fees of Willows Memorial Hall for Lamb Derby

EXECUTIVE SUMMARY
The Willows Lamb Derby Board is requesting a fee reduction for the use of Memorial Hall for rental from May 1st through May 9th.

RECOMMENDATION(S):
Recommendation of Clerk of the Board of Supervisors to discuss and provide staff direction on request to reduce Willows Memorial Hall rental fees to $500.00 for the Willows Lamb Derby rehearsals and events taking place in the Memorial Hall from May 1st through May 9th.

HISTORY AND BACKGROUND:
The Willows Lamb Derby Committee uses the Willows Memorial Hall each year for events during Lamb Derby Week. For the past several years the Board of Supervisors have approved a reduction in rental fees with last year’s fee being $500.00 for the week of use.

FISCAL/PERSOENNEL IMPACT(S):
For this type of event, rent for the Memorial Hall is $330 per day or $65.00 per hour. Attached is a Price Guide.

ANALYSIS/DISCUSSION
The Willows Lamb Derby is an annual event with events that take place in the Willows Memorial Hall.
March 23, 2016

To: Glenn County Board of Supervisors,

I am writing this letter on behalf of the Willows Lamb Derby Board to address the fee for the rental of the Willows Veterans Memorial Hall. As it stands, the Willows Lamb Derby would not be able to pay for the rental of the Hall. Without the use of the Hall we would not be able to present our Scholarship Programs to the community with the quality and splendor that we have in the past. We would hate to let down this year’s Scholarship contestants and the people of Willows.

Looking through our records, in 2013 we paid $350.00 for the rental from Sunday to Sunday, last year we paid $500.00. We would like to ask for a reduction in the rent and if we could pay what we paid last year. We know and understand how the economy has increased prices. Any assistance would be appreciated so that we can continue our town tradition and scholarship program to aid in the young ladies of our community with their future education.

Unfortunately, all of our Board members are working during the time of your meetings so we are unable to personally attend to make this request. Please notify us by calling 530-934-2968.
Thank you Willows Lamb Derby.

Sincerely,

[Signature]

Donna Goss
Willows Lamb Derby Treasurer
(530) 934-2968
### Price Guide

**Per Day**

#### Public Rate

<table>
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<tr>
<th>Facility</th>
<th>Deposit - Alcohol</th>
<th>Daily Rate - Alcohol</th>
<th>Hourly Rate</th>
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<tr>
<td>Hamilton</td>
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#### County Department Rate

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<th>Deposit Rate</th>
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<th>Hourly Rate</th>
</tr>
</thead>
<tbody>
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<td>Willows</td>
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<td>N/A</td>
</tr>
<tr>
<td>Orland</td>
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<tr>
<td>Hamilton</td>
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#### Non General Fund Dept./Other Agency

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<th>Deposit Rate</th>
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</thead>
<tbody>
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<td>Willows</td>
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<tr>
<td>Hamilton</td>
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</table>

Hourly fee, when applicable: $65/hr. Monday thru Thursday **ONLY.**