



LAUDERDALE • BY • THE • SEA

Agenda Memorandum

Office of the Town Manager

Bud Bentley

Assistant Town Manager 

COMMISSION MEETING DATE - 7:00 PM

September 24, 2012

 Resolution

SUBJECT TITLE: Resolution 2012-35 Setting Rental Fees for Jarvis Hall

EXPLANATION: Resolution 2012-35 was discussed at the September 11, 2012 Commission meeting. Commissioner Dodd volunteered to contact Mr. John Thompson to learn if there were any restrictions on the funds that were donated to build Jarvis Hall. Commissioner Dodd advised that Mr. Thompson's information was that the building was for the benefit and enjoyment of the citizens of the Town. Likewise, the Town Clerk searched Town records for any relevant information and did not find anything on point. The Town Attorney's Office did a records search in 2011 and found no deed restrictions recorded for the Town Hall site.

Based on the discussion at that meeting, we have modified the Resolution to eliminate the nominal hourly rental fee for residents and businesses located in Town and included "charity event".

Table 1 – Summary of Rental Fees

User	Deposit	Rental Fee
Resident	\$100	\$-0-
Civic association, non-profit located in Town or charity event that benefits Town residents	\$100	\$-0-
Business (located in Town)	\$100	\$-0-
Governmental entity or agency	-0-	\$-0-
Non-Profit (located out of Town)	\$100	\$100 for the event
Non-Resident	\$300	\$200 for up to 3 hours, then \$50 per hour
Business (located out of Town)	\$300	\$300 for up to 3 hours, then \$50 per hour
Special services, including by example and not limitation, opening and closing services beyond what is normally provided and special set-ups.	N/A	Town cost as determined by the Town Manager
Events (local or non-local user) that charges admission or registration or sell commercial products or services.	TBD	To be determined by the Town Manager based on purpose, number of attendees, and impact on the facility



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Please note we edited the language above about events that charges admission or registration or sell commercial products or services to clarify that there may be a fee for local or non-local users.

There were no changes in the proposed guidelines.

Proposed Guidelines:

- (1) The deposit shall be paid at time of booking the event. A charge against the deposit will be made if the Town has to clean the facility beyond normal use, has to repair damage or missing items. If a group books multiple dates, only one deposit is required as long as that deposit remains intact.
- (2) The rental fee includes:
 - a. A simple set up of Jarvis Hall by Town staff;
 - b. The use of our tables and chairs;
 - c. Use of the Hall for two hours before and one hour after the event for set up and clean up; and
 - d. Non-exclusive Parking Permits for the Town Hall Parking Lot. Pre-paid parking permits for the El Prado Parking Lot or the Tennis Court meters may be purchased according to established Town policy.

Additional fees established by the Town Manager will apply to events that require opening or closing of Jarvis Hall outside the hours that Municipal Services staff is available or special services. Groups with an established rental record may be assigned a key for the purpose of opening and closing the Hall for their own event.

The attached Resolution 2012-35 reflects the recommended rates for the use of Jarvis Hall and includes specialty items that may be requested.

RECOMMENDATION: We recommend approval of Resolution 2012-35.

EXHIBITS: 1. Resolution 2012-35

Resolution Prepared by Town Attorney

Yes No

Town Manager Initials CA

Exhibit 1

RESOLUTION 2012-35

A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, ESTABLISHING FEES FOR THE USE OF JARVIS HALL; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 17-103(b) of the Code of Ordinances of the Town of Lauderdale-By-The-Sea provides that the fees for the use of Jarvis Hall shall be adopted by Town resolution; and

WHEREAS, the Town Commission finds it to be in the best interest of the Town and its citizens to establish fees as set forth in this resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA:

Section 1. Recitals. Each “WHEREAS” clause set forth is true and correct and incorporated herein by this reference.

Section 2. The following fees for the use of Jarvis Hall shall be effective until further action of the Town Commission.

User	Deposit	Rental Fee
Resident	\$100	\$-0-
Civic association, non-profit located in Town or charity event that benefits Town residents	\$100	\$-0-
Business (located in Town)	\$100	\$-0-
Governmental entity or agency	-0-	\$-0-
Non-Profit (located out of Town)		\$100 for the event
Non-Resident	\$300	\$200 for up to 3 hours, then \$50 per hour
Business (located out of Town)	\$300	\$300 for up to 3 hours, then \$50 per hour
Special services, including by example and not limitation, opening and closing services beyond what is normally provided and special set-ups.	N/A	Town cost as determined by the Town Manager
Events (local or non-local user) that charges admission or registration or sell commercial products or services.	TBD	To be determined by the Town Manager based on purpose, number of attendees, and impact on the facility

Exhibit 1

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Section 3. Conflict. All resolutions or parts of resolution in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. Severability. If any clause, section or other part of this resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered as eliminated and in no way affecting the validity of the other provisions of this resolution.

Section 5. Effective Date. This resolution shall become effective immediately upon its passage.

PASSED AND ADOPTED this _____ day of _____, 2012.

Mayor Roseann Minnet

Attest:

APPROVED AS TO FORM:

Town Clerk, June White CMC

Susan L. Trevarthen, Town Attorney

(CORPORATE SEAL)