DEPARTMENT: PARKS & RECREATION  
BY: RICHARD BEGLEY  
RECREATION PLANNER  
PHONE: 966-2498

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes ☑ No ☒)

Adopt this Resolution authorizing use of the Mariposa County Courthouse LAWN for Glenn party wedding on Saturday, September 20, 1997. The attached Facility Use Request Form states they want a simple service on the lawn, setting up their own chairs for the ceremony. No other function will be held on the lawn. In accordance with the Courthouse facility use rules, they will pay a use fee and cleaning deposit, plus insurance coverage for the function.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The courthouse LAWN has been used for wedding many times in the past. At the present, small groups do not pay any fees or deposits. There is no conflict with working hours, and the facility is not reserved for any other function. The larger group has been set up with fees, insurance and deposit to control the use of the area.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not allow the wedding to take place on the lawn. This would be an action contrary to current practice.

COSTS:  
A. Budgeted current FY  
B. Total anticipated costs  
C. Required additional funding  
D. Internal transfers  

SOURCE:  
1. 4/5ths Vote Required  
A. Unanticipated revenue  
B. Reserve for contingencies  
C. Source description  
Balance in Reserve for Contingencies, if approved: $  

SPECIAL INSTRUCTIONS:  
List the attachments and number the pages consecutively:

ADMINISTRATIVE OFFICER’S RECOMMENDATION:
This item on agenda as:  
☑ Recommended  
☒ Not Recommended  
☐ For Policy Determination  
☐ Submitted with Comment  
☐ Returned for Further Action  

Comment:

A.O. Initials: [Signature]

The foregoing instrument is a correct copy of the original on file in this office.

ATTEND: MARSH WILLIAMS, CLERK OF THE BOARD  
By: Deputy
FACILITY USE REQUEST FORM

Submit request form 30 DAYS prior to requested date for processing. Approval for use and keys will be given only after all paper work, fees, deposits, and insurance are submitted to Recreation Office.

FACILITY REQUESTED: MPA COURTHOUSE LAWN
PERSON IN CHARGE: Christy Glenn (Dean & Karen Glenn)
PHONE NUMBER(s): 529-8802 (966-4832)
GROUP: PRIVATE
ADDRESS: 6078 Carter Road, Mariposa, CA 95338
EVENT: Wedding

Number Expected: 100  Fund Raiser?: YES  NO  X
FEE CHARGED FOR EVENT?: YES  ($  )  NO  X
REQUEST FOR SPECIAL THINGS:
Will be putting chairs out.

USE FEE: $ 50.00  (Checks To: Parks & Recreation)
INSURANCE: $65/or own  Required on all NON-COUNTY EVENTS
* ALCOHOL ON PREMISES $50 ADDITIONAL WITH INSURANCE.
CLEANING DEPOSIT: $ 30  [SEPARATE CHECK, Please!]
[Cleaning Deposit will be returned if cleaning is done]
*Public Assemblage Permit—Required for Functions serving 250 OR MORE!

PRINT NAME: Christy Glenn
ADDRESS: 6078 Carter Rd
PHONE: 966-4832 / 529-8802

Re: Rules inclosed, use of facility.
Please, clean area after use. Thank you.

*COMPLETE, SIGN & RETURN BOTH COPIES, PLUS ALL MONEYS DUE

** OFFICE USE ONLY: Approved—YES [X] NO [ ] Insurance $__________ Paid__________
FEE RECEIVED $__________ Check [ ] Cash [ ] Date__________
DEPOSIT $__________ Ck[ ] Cash[ ] Returned:__________ Ini:__________ [If Not—Explain]__________

AFTER USE OF FACILITIES, PLEASE FILL OUT A HALL USE REPORT FORM AND RETURN WITH KEY. THANKS.
[OWN INSURANCE — $500,000.00 PLUS NAME COUNTY AS ADDITIONAL INSURED. Copy to Recreation]

KEY CHECK OUT AT: N/A

** YELLOW COPY is to be SHOWN at KEY check-out place for proof of facility use APPROVAL.