



**CITY COUNCIL
AGENDA ITEM APPROVAL FORM**

AGENDA ITEM INFORMATION

MEETING DATE:	APRIL 13, 2016	
AGENDA ITEM TITLE:	RESOLUTION 16-12: A RESOLUTION OF THE CITY OF TAYLORSVILLE AMENDING TAYLORSVILLE CITY POLICY 006: BUILDING USE AND RENTAL POLICY	
PUBLIC HEARING REQUIRED:	YES: _____	NO: <u>X</u>
ORDINANCE REQUIRED:	YES: _____	NO: <u>X</u>
RESOLUTION REQUIRED:	YES: <u>X</u>	NO: _____
PRESENTER:	JOAN WHITE	
AGENDA ITEM SUMMARY: LIMIT 150 WORDS	THE CITY COUNCIL INITIALLY APPROVED A BUILDING USE AND RENTAL POLICY IN 1998. THE COUNCIL HAS SINCE AMENDED THE POLICY THREE TIMES AND WOULD LIKE TO AMEND THE POLICY AGAIN FOR THE PURPOSE OF UPDATING CERTAIN FEES.	
ATTACHMENTS:	EXHIBIT A: CLEAN COPY OF AMENDED POLICY	

ADMINISTRATIVE AUTHORIZATIONS

(OFFICIALS: WRITE YOUR NAME AND THE DATE YOU AUTHORIZED THIS AGENDA ITEM.)

DEPARTMENT HEAD NAME:		DATE:	
CHIEF FINANCIAL OFFICER:	SCOTT HARRINGTON	DATE:	
FISCAL NOTE:	AMOUNT:		
	BUDGET COMPLIANCE:		
CITY MANAGER:	JOHN TAYLOR	DATE:	
CITY ATTORNEY:		DATE:	

TAYLORSVILLE, UTAH
RESOLUTION NO. 16-12

**A RESOLUTION OF THE CITY OF TAYLORSVILLE AMENDING TAYLORSVILLE
CITY POLICY 006: BUILDING USE AND RENTAL POLICY**

WHEREAS, the Taylorsville City Council (the “Council”) met in regular session on April 13, 2016, to consider, among other things, amending Taylorsville City Policy 006: Building Use and Rental Policy (the “Policy”); and

WHEREAS, the Council voted to initially approve the Policy during its regularly scheduled session on May 20, 1998; and

WHEREAS, the Council subsequently amended the Policy on March 15, 2000, April 16, 2003, and October 16, 2013; and

WHEREAS, the Council now desires to amend the Policy to update certain fees relating to building use and rentals; and

WHEREAS, the Council has determined that it is in the best interest of the citizens of the City of Taylorsville to amend the Policy.

NOW, THEREFORE, BE IT RESOLVED that the Taylorsville City Council hereby amends Policy 006: Taylorsville City Building Use and Rental Policy attached herein as Exhibit “A,” as designated by interlineating the words to be deleted and underlining the words to be added, as follows:

Building Use and Rental Policy
Policy 006

Adopted by the City of Taylorsville Council: May 20, 1998;
Amended March 15, 2000; Amended 4/16/2003; Amended 10/16/2013

1. The Administrative Services Department (“*Department*”) will administer use and rental of City facilities. Individuals or groups desiring to use City facilities must complete an accurate room reservation form.

2. City sponsored and City related functions (“*Sponsored Functions*”) will have priority over functions that are not City sponsored or City related (“*Non-Sponsored Functions*”). Use of City facilities for Non-Sponsored Functions will be on a first come, first serve basis (after satisfying Sponsored Functions use) and will be charged a rental fee and security deposit. The fee covers the cost of a City employee to open and close the building, cleaning, maintenance and other costs.

3. Generally, Sponsored Functions include volunteer groups whose functions and established efforts benefit the community. The mayor or his designee will determine if the function is a Sponsored Function. Sponsored Functions include the following:

City Council

- Planning and Zoning Commission
- Board of Adjustment
- Citizen Committees and Clubs
- Service Clubs
- Neighborhood/Mobile Watch
- Community Policing/CERT Training
- Service Provider Meetings
- Non-partisan Political-type Meetings
- Others, as approved

4. The rental fee and security deposit for Non-Sponsored Functions is as follows:

Location	Security Deposit	Fee Per Hour	Minimum Charge (2 hrs.)	Maximum Charge (6 hrs.)
Council Chambers (includes kitchen)	\$75.00	\$25.00	\$50.00	\$150.00
Main Conference Room 202	\$75.00	\$25.00	\$50.00	\$150.00
Main Floor Classroom	\$60.00	\$20.00	\$40.00	\$120.00
Second Floor Conference Room 203	\$40.00	\$15.00	\$30.00	\$90.00
Historic Museum	\$50.00	\$25.00	\$50.00	\$100.00
Historic Dairy Store	\$40.00	\$15.00 \$25.00	\$30.00	\$90.00
Historic Museum Park and Gazebo	\$50.00	\$25.00	\$50.00	\$125.00

5. Any special seating or table arrangements are the responsibility of the group using the facility. The facility must be left in a clean and orderly manner. All trash must be cleaned up and chairs, tables and furniture must be returned to the same condition in which it was found. The security deposit will be returned to the group, only if the building is left clean, orderly, undamaged and all furnishings are returned to the original arrangement.

6. Children must be supervised at all times by an adult.

7. Consistent with the Utah State Clean Air Statutes, smoking will not be permitted in or around City buildings. Possession or consumption of alcoholic beverages will not be allowed.

8. Frequently reoccurring events, *other than city sponsored or City related functions*, (e.g., weekly/bi-weekly meetings, classes, etc.) are discouraged. Such activities must be scheduled with a new application for each date of intended use, and may not be scheduled more than two weeks in advance. City sponsored and City related functions may reserve building rooms for regularly reoccurring meetings by completing one room reservation form at the

beginning of each year.

This resolution, assigned Resolution No. 16-12, shall take effect immediately upon passage and acceptance as provided herein.

PASSED AND APPROVED by the Taylorsville City Council this 13th day of April, 2016.

TAYLORSVILLE CITY COUNCIL

By _____
Ernest Burgess, Council Chairman

VOTING:

Brad Christopherson	Yea	___	Nay	___
Dama Barbour	Yea	___	Nay	___
Dan Armstrong	Yea	___	Nay	___
Kristie Overson	Yea	___	Nay	___
Ernest Burgess	Yea	___	Nay	___

PRESENTED to the Mayor of the City of Taylorsville for approval this ____ day of April, 2016.

APPROVED this ____ day of April, 2016.

Mayor Lawrence Johnson

ATTEST:

Cheryl Peacock Cottle, City Recorder

DEPOSITED in the office of the City Recorder this ____ day of _____, 2016.

RECORDED this ____ day of _____, 2016.

Building Use and Rental Policy

Policy 006

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Amended March 15, 2000; Amended 4/16/2003; Amended 10/16/2013*

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