

DEPARTMENT of PUBLIC WORKS

County of Lassen



LARRY MILLAR, Director
Public Works/Road/Transportation
County Engineer

707 Nevada Street, Suite 4
Susanville, CA 96130

☎ (530) 251-8288
FAX: (530) 251-2675

PWK/BGC15
2018/338

November 27, 2018

TO: Board of Supervisors
FROM: Department of Public Works
SUBJECT: Use of Susanville Veterans Memorial Building by Lassen Family Services for Fundraising Event

RECOMMENDATION: That the Board:

- 1) Retroactively consider a special reduced use fee of \$449 for use of the Susanville Veterans Memorial Building by Lassen Family Services for a fundraising special event.
- 2) Retroactively refund \$631 to Lassen Family Services.

DISCUSSION:

Lassen Family Services is a local non-profit organization that is committed to ending abuse and provides a spectrum of community services for the prevention, education and support for victims of violence.

On October 18, 19 and 20 of this year Lassen Family Services held a fundraising event at the Susanville Veterans Memorial Building. The proceeds of the event will directly support program services. Lassen Family Services was interested in requesting a reduced fee, but timing of the request could not be considered by the Susanville Veterans Memorial Building Task Force and Board of Supervisors prior to the event occurring. To keep the event on schedule Lassen Family Services paid the regular use fee in the amount of \$1080. Lassen Family Services is retroactively requesting a reduced fee for the event.

On November 7, 2018 the Susanville Veterans Memorial Building Task Force met and retroactively considered a proposed reduced fee rate (see attached fee calculation) for the Lassen Family Services event held in October. The Task Force developed the following recommendations for the Board to consider.

- 1) That the proposed reduced fee of \$449 is appropriate.
- 2) Refund the difference between the regular fee and reduced fee in the amount of \$631.

ALTERNATIVE: Not approve or approve with conditions.

FINANCIAL IMPACT: Reduced use fee covers building's basic operational costs.

OTHER AGENCY INVOLVEMENT: None.

DEPARTMENT APPROVAL: _____

REVIEWED FOR AGENDA: _____

Lassen Family Services - Fundraising Event
at
Susanville Veterans Memorial Building
October 18, 19, 20, 2018

Reduced use rate calculation

October	Hrs/Day	Rate
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18	24	\$ 150
19	24	\$ 150
20	24	\$ 150
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		
31		

Total Hrs	<u>72</u>	
Total Cost		<u>\$449</u>

All days include use of main floor and basement

Regular use fee already paid by Lassen Family Services was \$1080.

If reduced use fee approved, Lassen Family Services would receive retroactive refund of \$631.



LASSEN FAMILY SERVICES
P.H.A.S.E. into Empowerment
P.O. Box 710 • 1306 Riverside Drive • Susanville, CA 96130

Lassen Family Services

P.H.A.S.E. Into Empowerment

October 1, 2018

County of Lassen
Department of Public Works
707 Nevada Street
Susanville, CA 96130

RE: Request for Fee Waiver for Lassen Family Services
Use of Veterans' Memorial Hall
Dancing for a Brand New Me—October 18th, 19th and 20th

To Whom It May Concern:

On October 19th and 20th, Lassen Family Services will be hosting the 5th Annual Dancing for a Brand New Me" event at the Veterans' Memorial Hall. As October is Domestic Violence Awareness Month, the outreach event is centered on bringing awareness to and preventing domestic violence in our community. The event proceeds offset expenses of putting on the event and help cover services to victims of crime.

The event consists of local business men and women paired with local dance studio professionals dancing to three musical genres, similar to the ABC's television program "Dancing with the Stars." The event also showcases an impact speaker to share their story of the effects of domestic violence and their journey to empowerment.

Due to our 501(c)(3) status as a non-profit organization, Lassen Family Services is requesting a waiver of fees incurred for the use of the Veteran's Memorial Hall for Dancing for a Brand New Me. The total fees are \$1080.

Thank you for your consideration. We appreciate your continued support of our organization in bringing services to crime victims.

Sincerely,

Melissa Downing
Executive Director

/mkd

**Crisis
Line**
24 Hours

**Domestic
Violence
Assistance
Program**

**Sexual
Assault
Rape
Crisis Program**

CHAT
Child Abuse
Treatment
Program

**Court
Appointed
Special
Advocates**

