

RESOLUTION NO. 45-94

AMENDING THE POLICY AND REAFFIRMING THE RENTAL
FEES FOR THE CITY-COUNTY AUDITORIUM

Recitals.

1. The City Council last updated the policy and fees for use of the City-County Auditorium in March, 1990.

2. Two policies in effect were not included in the 1990 resolution.

3. Increased usage in the auditorium has prompted the City Clerk's office to request that a formal reservation policy be put into effect.

4. No fee increase is recommended at this time.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRAND JUNCTION, COLORADO:

That the policy for the use of the City-County Auditorium be amended and the rental fees for its use be reaffirmed:

1. If a NON-PROFIT group using the auditorium makes no admission charge of any kind and is to hold events which are during the normal City Hall working hours, 8:00 to 5:00 Monday through Friday, there is no charge.

2. If a NON-PROFIT group uses the Auditorium other than City Hall hours, there is a \$45 charge for opening and/or closing and general maintenance of the building. This would mean that Saturday, Sunday, or evening usage would require the \$45 charge even though no charge for admission is made.

3. If a NON-PROFIT group using the auditorium charges any type of admission for their program, there is a \$65 per day charge whether it is during office hours or not.

4. IF A FOR-PROFIT GROUP USES THE AUDITORIUM DURING NORMAL CITY HALL OFFICE HOURS, EVENINGS, SATURDAYS, AND SUNDAYS AND NO CHARGE OF ANY KIND IS MADE FOR ADMISSION, THERE IS A \$150 PER DAY CHARGE.

5. IF A FOR-PROFIT GROUP USING THE AUDITORIUM DURING NORMAL CITY HALL OFFICE HOURS, EVENINGS, SATURDAYS AND SUNDAYS AND CHARGES ADMISSION OF ANY TYPE, THERE IS A \$250 PER DAY CHARGE.

6. The auditorium is not available for denominational religious services.

7. No musical programs, or other programs with loud sounds, will be permitted in the auditorium during normal City Hall working hours. However, musical programs may be permitted at other times.
8. No reservations more than 90-days in advance will be made except with the permission of the City Manager.
9. Scheduling must conform with City/COUNTY government usages (CITY Council, COUNTY COMMISSION and CITY/COUNTY Planning). Private reservations may be canceled for City/COUNTY purposes.
10. Any damage done to the building or contents will be billed to the using organization or individual.
11. No food, lunches, etc., SHALL be consumed inside the auditorium.
12. Neither the City nor County provides set-up for use. There are projection screens available for use in the auditorium.
13. All materials used and equipment set up by users for their purpose must be removed immediately after use.
14. Each organization or individual desiring to use the City-County Auditorium must complete a reservation form, substantially in the form as attached, and return it to the City Clerk's office before any reservation will be made. Reservations are made on a "first come, first served" basis with the exception of City or County uses.
15. To each reservation form sent out shall be a copy of this policy.
16. It is recommended that reservations are confirmed by calling the City clerk's office at least 72 hours in advance of the event.
17. This policy shall be effective immediately upon adoption by the City Council.

PASSED and ADOPTED this 1st day of June, 1994.

/s/ R.T. Mantlo
President of the Council

Attest:

/s/ Stephanie Nye
City Clerk

CITY/COUNTY AUDITORIUM
RESERVATION FORM

NAME OF ORGANIZATION:

MAILING ADDRESS:

TELEPHONE NO. (INCLUDE AREA CODE):

CONTACT PERSON:

DAYTIME TELEPHONE NO. FOR CONTACT PERSON:

TYPE OF ORGANIZATION: NON-PROFIT _____ FOR PROFIT

IF NON-PROFIT, FEDERAL ID NUMBER:

PURPOSE OF USE:

OPEN TO PUBLIC? YES _____ NO

WILL ADMISSION BE CHARGED? YES _____ NO

DATES REQUESTED:

TIME REQUESTED:

DOORS TO BE OPENED AT:

DOORS TO BE LOCKED AT:

I have read the policy for the use of the City-County Auditorium, understand the regulations and the fees, and will comply with such policy.

Signature of Applicant

Name of signer (type or print)

IF BEING SCHEDULED MORE THAN NINETY (90) DAYS IN ADVANCE OF THE EVENT - REASON FOR THE ADVANCED RESERVATION (RESERVATIONS MORE THAN 90 DAYS IN ADVANCE MUST BE APPROVED BY THE CITY MANAGER):

APPROVED:

CITY MANAGER

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