



Staff Report

Agenda Item: **REQUEST FOR WAIVER OF TOWN FEES FOR THE FIRST ANNUAL HISTORIC BUILDING TOUR OF CLARKDALE** – Discussion and consideration of a request from the Clarkdale Heritage Center for a waiver of Town Fees for the use of the Men’s Lounge for the First Annual Historic Building Tour of Clarkdale scheduled for December 12th and 13th, 2009.

Staff Contact: Dawn Norman, Community Services Supervisor

Meeting Date: September 22, 2009

Background: The Clarkdale Heritage Center is currently organizing the First Annual Historic Building Tour of Clarkdale. This will be a fundraising event for the Center and is scheduled for December 12th and 13th, 2009. Pricing for the event is expected to be in the range of \$20 but has not yet been determined.

The Clarkdale Heritage Center anticipates that this will be an annual fundraising event which will offer the opportunity to share our rich history with residents and visitors, while creating a tourist destination at the same time. The tour will include St. Thomas Episcopal Church, Clarkdale High School, four homes listed on the National Register of Historic Places, and a walking tour of the businesses on Main Street. After the tour the group will gather in the Men’s Lounge for a catered lunch and the opportunity to explore through the Clubhouse, this includes the Men’s Lounge, Ladies’ Lounge, Auditorium and if available, the Reading Room. The event will be held in conjunction with Made in Clarkdale and the Library’s Annual Book Sale allowing the tour to showcase the unique architecture of the Clark Memorial Clubhouse.

The Clarkdale Heritage Center has requested a reservation for the Men’s Lounge for December 12th and 13th, 2009. They have committed that the Clarkdale Heritage Center will be responsible for set-up, break-down and clean-up for this event. The possibility exists that they might also request the Kitchen facilities, but that will be confirmed later. In the attached letter, Cindy Emmett, on behalf of the Clarkdale Heritage Center, is requesting that the Town waive the regular fees, including the damage/cleaning deposit, for use of the Men’s Lounge in support of this event.

Below is a chart of standard fees for use of the Men’s Lounge:

| Facility | Fee | Use | Total |
|--------------------|-----------|--------|---------------|
| Men’s Lounge | \$ 90/day | 2 Days | \$ 180 |
| Deposit-Refundable | \$350 | | |
| Grand Total | | | \$ 180 |

Recommendation: Staff recommends that Council approve to waive the fees, including required damage/cleaning deposit, for use of the Men’s Lounge for the First Annual Historic Building Tour of Clarkdale.

Clarkdale Town Council

August 25, 2009

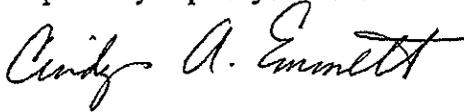
Council Persons:

As a representative and boardmember of the Clarkdale Heritage Museum, I am sending this letter to inform you of a fundraising event we have scheduled for December 12 and 13, 2009. We will be sponsoring the First Annual Historic Building Tour of Clarkdale. This event will be co-sponsored by Clarkdale Chamber of Commerce and Made In Clarkdale.

We have already contacted many individuals who have agreed to open their homes for this tour and several have volunteered for next year's tour. Along with this year's homes, St. Thomas Episcopal Church and Clarkdale High School will open their doors to us. We have contacted the Main Street businesses to seek their support by being open both days of the event and to perhaps sponsor one of the buildings/homes on the tour. The tour will be conducted throughout Clarkdale with the use of vans and the final stopping point will be a walking tour of the businesses on Main Street conducted by docents from the museum. A light lunch will be offered in the Clubhouse as the finale.

We are asking for your support in the following ways: an exemption from the usual rental fees and the deposit for damages (\$350), and permission to serve food in the Clubhouse. The responsibility of setup and cleanup will be covered by the museum board members and volunteers. We clearly understand that the policies, which are in place, are designed to protect and preserve one of our richest historical assets, The Clarkdale Clubhouse. However, we also believe we must make every effort to share our rich history with our citizens and create a tourist destination at the same time. We believe having the tour during MIC and the Annual Library Book Sale, we can work together to showcase our artists, our unique architecture, and the rich history of our community.

We respectfully request your consideration of this matter.



Cindy Emmett
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