

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: April 21, 2010

SUBJECT: Request for use of Courtroom

ATTACHMENTS: Yes

1. Letter of Request
2. Application

SUMMARY OF REQUEST:

A letter and application have been received from Col. William T. Stanley, Chairman of the Pearl Harbor Day Commemorative Committee, requesting the use of the Courtroom on December 7, 2010 for a Pearl Harbor Day Ceremony. Per the Facility Use Policy, the use of the Commissioners' Meeting Room (Courtroom) must be approved by the Board of Commissioners during a regularly scheduled meeting.

BOARD ACTION REQUESTED:

The Board is requested to consider granting the use of the Courtroom for this event.

Suggested Motion:

I move that the Board approve the use of the Courtroom for the Pearl Harbor Day Ceremony on December 7, 2010.

William T. Stanley, Col. (Ret.)
Chairman, Pearl Harbor Day Commemorative Committee (PHDCC)
15 Delacy Drive
Hendersonville, NC 28739

7 April, 2010

cc: Terry

APR - 9 2010

Mr. Steve Wyatt
County Manager, Henderson County
1 Historic Courthouse Square, Suite 2
Hendersonville, NC 28792

Dear Steve,

The PHDCC sincerely appreciates the use of the court room for our December 7, 2009 Pearl Harbor Ceremony. It was the best of our 6 annual programs and the court room of the Historic Courthouse made it so.

We request the use again for our seventh annual ceremony on December 7, 2010. The program will be from 11 A.M. to noon. We need access from 9:30A.M. until 1 P.M. We will have the Honor Guard firing a salute (blanks) from the outside balcony at about noon. We also request approval for JROTC Cadets to distribute programs just outside the Courthouse as well as inside. We again request videotaping and showing later on channel 11. It was a great recording that Christina did last year. This time we also request use of the Community Room for overflow and approval for us to feed the sound and video to that room by the use of Forest Lawn equipment courtesy of Shuford Edmisten, Commander of American Legion Post 77. Other than this use of the Community Room, we plan a program just as it was last year.

If you will approve this, we will coordinate with Christina or your representative in October or whenever your staff is available to confirm necessary details.

I can be reached by phone at 697-9026 or e-mail, williambn1@aol.com.

Respectfully,


William T. Stanley, Chairman PHDCC

Copy to: Mr. Bill Moyer, Chairman, Board of Commissioners
Henderson County
1 Historic Courthouse Square, Suite 1
Hendersonville, NC 28792

APPLICATION FOR USE OF
COURTROOM #208
Henderson County Historic Courthouse
1 Historic Courthouse Square
Hendersonville, NC 28792

Use of the Courtroom must be preapproved by the Board of Commissioners at a regularly scheduled meeting on the Consent Agenda.

WILLIAM T. STANLEY WILLIAM@N.BAD.COM APRIL 7, 2010
Name of Applicant Making Request¹: E-mail address: Date of Application

15 DOLANCY DR. HENDERSON NC 28739 828-697-9026
Mailing Address, State, Zip Code of Applicant: Phone Number of Applicant

PORT HARBOR DAY COMMEMORATION
Name of Event or Purpose:

DEC. 7, 2010 9:30A until 1:00P
Date of Event (Beginning Time) Time of Event (Ending Time)

The remainder of the application will be completed by the Clerk to the Board

☐ PERMISSION GRANTED TO USE COURTROOM #208 Date Request Approved

Chairman, Board of Commissioners

☐ PERMISSION TO USE COURTROOM #208 DENIED Date Request Denied

Chairman, Board of Commissioners

REASON DENIED:

Date Payment Received	Amount Remitted		Check Number	Check Date
	Cash	Check		

¹Effective July 7, 2008, the Henderson County Board of Commissioners approved a Facility Use Fee to cover expenses to utilize county staff to secure the building when the Courtroom is used for non-county government purposes after business hours, 5:00 pm until 9:00 pm Monday through Friday, 8:30 am until 9:00 pm Saturday through Sunday. The Facility Use Fee is \$25 per hour with a \$50 minimum. The fee is based upon the number of hours listed in the beginning and ending time on this application and is payable to Henderson County upon presentation of this completed application to Clerk to the Board Terry Wilson. No refund is given for hours reserved but not used; no extension of hours is permitted. The courtroom must be cleaned after use.