

**REQUEST FOR BOARD ACTION
HENDERSON COUNTY
BOARD OF COMMISSIONERS**

MEETING DATE: July 20, 2016

SUBJECT: Use of Courtroom – Sheriff's Office

PRESENTER: Sheriff McDonald

ATTACHMENTS: Yes
1) Application for Use

SUMMARY OF REQUEST:

A request has been submitted on behalf of the Sheriff's Office for use of the Courtroom on Thursday, September 1, 2016 from 12:00 p.m. until 2:00 p.m. for a Sheriff's Detention Officer Certification Course Graduation.

BOARD ACTION REQUESTED:

Staff suggests approving the request.

SUGGESTED MOTION:

I move that the Board approves use of the Commissioners' Meeting Room (Courtroom) as requested on Thursday, September 1, 2016 from 12:00 p.m. until 2:00 p.m. for a Sheriff's Detention Officer Certification Course Graduation.

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.

Lt. Tim Fuss fuss@hendersoncountync.org 6/1/16
Name of Applicant Making Request¹: E-mail address: Date of Application

100 N Grove Street, NC 28792 694-2977
Mailing Address, State, Zip Code of Applicant: Phone Number of Applicant

Detention Officer Certification School Graduation
Name of Event or Purpose:

9/1/16 12:00 pm until 2:00 pm
Date of Event (Beginning Time) Time of Event (Ending Time)

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