



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

Department Name: General Services  
Department No.: 063  
For Agenda Of: September 9, 2008  
Placement: Administrative  
Estimated Tme: N/A  
Continued Item: No  
If Yes, date from:  
Vote Required: Majority

TO: Board of Supervisors  
FROM: Department Bob Nisbet (560-1011) *Robert Nisbet*  
Director(s)  
Contact Info: Paddy Langlands, Assistant Director (568-3096)  
SUBJECT: Lompoc Veterans Memorial Building  
Rates for Renting the Facility for Private Events  
Fourth Supervisorial District

**County Counsel Concurrence**

As to form: Yes

**Other Concurrence:** N/A

As to form: Select    Concurrence

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:** That the Board of Supervisors adopt the attached resolution that adjusts the rates for use of the Lompoc Veterans Memorial Building by outside groups.

**Summary Text:**

The existing rates for use of the Lompoc Veterans Memorial Building were adopted by the Board on April 25, 2003. The Veterans have informed us that they believe the rates are too high for non-profit groups and that if they were lower, the County would actually generate more revenue. Given that only \$10,000 is generated annually from renting out the facility, it does seem possible that the rates have out-priced the market. Secondly, the general sense is that the rate for non-profit organizations should be less than the rate for privately sponsored functions. The previous rate schedule did not have a separate rate for non-profits. Finally, a 10% per day discount was added for multi-day events.

**Performance Measure:**

N/A.

**Fiscal and Facilities Impacts:**

Budgeted: Yes **Fiscal Analysis:**

Narrative:

Renting out the Lompoc Veterans Memorial Facility generates about \$10,000 annually. This amount has been budgeted. This adjustment in rate may entice more groups to use the facility. It is estimated that this adjustment will increase the revenue generated to \$15,000 this fiscal year.

**Special Instructions:**

Please send a copy of the executed resolution and a copy of the Minute Order to Ronn Carlentine, GS/Facilities Services Div., Courthouse East Wing.

**Attachments:**

- 1) Resolution and Rate Schedule (Exhibit A)
- 2) Current Rate Schedule

**BOARD OF SUPERVISORS OF THE  
COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA**

In the Matter of Establishing Fees        )  
To be collected by the General Services )  
Department for the Use of the Lompoc    )  
Veterans Memorial Building, Fourth     )  
Supervisory District                     )

Resolution No. \_\_\_\_\_

**WHEREAS**, the General Services Department of the County of Santa Barbara, State of California, administers and maintains the historic Lompoc Veterans Memorial Building; and

**WHEREAS**, the Lompoc Veterans Memorial Building is rented to the general public for special events through a reservation and fee process; and

**WHEREAS**, performing these services is a cost to the County General Fund in terms of employees' salaries, overhead expenses, equipment and material costs; and

**WHEREAS**, the services and products produced are of direct benefit to specific parties, profit and non-profit groups; and

**WHEREAS**, in order to continue performing such services it is necessary to charge fees sufficient to cover the approximate costs thereof.

**NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:**

Effective the date of adoption of this Resolution, the use of the Lompoc Veterans Memorial Building shall be charged at the following rates as shown on Exhibit A attached hereto and by reference made a part hereof.

The fees established by this Resolution will continue in effect until revised, repealed or otherwise amended.

**PASSED AND ADOPTED** by the Board of Supervisors of the County of Santa Barbara, State of California, this \_\_\_\_ day of \_\_\_\_\_, 2008, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

COUNTY OF SANTA BARBARA

ATTEST:  
MICHAEL F. BROWN  
CLERK OF THE BOARD

By: \_\_\_\_\_  
Salud Carbajal, Chair  
Board of Supervisor  
County of Santa Barbara

By: \_\_\_\_\_  
Deputy Clerk

APPROVED AS TO FORM:  
DENNIS MARSHALL  
COUNTY COUNSEL

By:  \_\_\_\_\_  
Deputy

APPROVED AS TO FORM  
ROBERT W. GEIS, C.P.A.  
AUDITOR-CONTROLLER

By:  \_\_\_\_\_  
Deputy

**RESERVATION FEES - AUGUST 2008**  
**LOMPOC VETERANS MEMORIAL BUILDING**



Applicant hereby agrees to pay all fees as described below within 10 days after reservation is made.

Please make checks payable to:

*County of Santa Barbara*

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**Service Fees (mandatory)**

Administration Fee (set fee) \$40.00

Security Guard(s) (\$17-\$25 per guard/hr., 4 hrs. min.)  
 (Ratio of attendees to security guards shall be no less than 50:1)

A separate cleaning fee is required by the Lompoc Veterans Council

**Room Rates** (Amounts below are for one day. Multi-day reservations are discounted 10% for each additional day)

	PROFIT	NONPROFIT
Auditorium/Trophy/Banquet/Kitchen (minimum of 4-8 hrs.)	\$1,000	\$500
Auditorium with any above rooms add \$100/room (minimum of 4-8 hrs.)	\$650	\$325
Banquet/Kitchen/Trophy (minimum of 4-8 hrs.)	\$500	\$250
Any one room, except Auditorium	\$60/hr	\$30/hr

**Security Deposit (refundable)**

\$150/2 hrs      \$750/4-8 hrs.

SUBTOTAL \_\_\_\_\_  
 (plus or minus) \_\_\_\_\_  
**TOTAL** \_\_\_\_\_

**EXHIBIT A**

RESERVATION FEES



Applicant hereby agrees to pay all fees as described below within 10 days after reservation is made.

Please make checks payable to:  
*County of Santa Barbara*

\*\*\*\*\*

Service Fees (mandatory)

Administration Fee	(set fee)	\$40.00
County Facility Coordinator	(\$40.50/hr., 4 hrs. min.)	
Security Guard(s) (1 guard for every 50 or less attendees)	(\$17-\$25 per guard/hr., 4 hrs. min.)	

Room Rates

Santa Barbara

Mural Room	(\$100/hr., 2 hrs. min.)
Anacapa Gallery (1 <sup>st</sup> floor)	(\$350/hr., 4 hrs. min.)
Anacapa Gallery (2 <sup>nd</sup> floor)	(\$350/hr., 4 hrs. min.)
Mural Room and Anacapa Gallery	(\$450/hr., 4 hrs. min.)

Wedding Special:

Mural Room	(\$200.00 for 2 hrs. between 10am – 4:30pm only; no security deposit required)
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CURRENT RATES

Lompoc

Auditorium/Trophy/Banquet/Kitchen	(\$870.00/minimum of 4-8 hrs.)
Auditorium with any above rooms add \$100/room	(\$570.00/minimum of 4-8 hrs.)
Banquet/Kitchen/Trophy	(\$450.00 minimum 4-8 hrs.)
Any one room, except Auditorium	(\$100.00/2 hrs.)

Security Deposit (refundable)

	<u>2 hours</u>	<u>4-8 hours</u>
<u>Santa Barbara</u>	\$250.00	\$1,500.00
<u>Lompoc</u>	\$150.00	\$750.00