

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: The Honorable City Council

FROM: Mary K. Lindley, Director of Parks, Recreation, and Community Services *ML*

DATE: October 11, 2006

SUBJECT: Consider Facility Rental Fee Waiver Request

DISCUSSION

The City is in receipt of a letter from Bernardo Perez with El Concilio, requesting the waiver of facility rental fees (see attachment A). El Concilio is planning a Citizenship Workshop to be held on November 11 over a six-hour period. The workshop will involve volunteers who will process citizenship applications for legal permanent residents wishing to become naturalized citizens.

For a rental of this nature, the rental fee is \$30.00 per hour. The room set-up fee is \$24.00. Since the City has a park employee on duty during the proposed rental hours who can open and close the facility, and El Concilio can perform room set-up, the rental will not generate any City out-of-pocket costs. Staff proposes approving El Concilio's request.

STAFF RECOMMENDATION

Approve facility rental fee waiver for El Concilio's Citizenship Workshop on November 11.



EL CONCILIO
del Condado de Ventura

Jo Ann Olivares
Acting Executive
Director

**Board of
Directors**

**Executive
Committee**

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Cabrillo Economic
Development Corp.

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Central Coast Alliance
United for Sustainable
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Olivia Obregon
Lazer Broadcasting

Clara Ramos
Association of Mexican
American Educators

Nilton Rodrigues
Attorney

October 11, 2006

Mayor Patrick Hunter and
Members of the City Council
799 Moorpark Avenue
Moorpark CA 93021

RE: Request for Fee Waiver for Citizenship Workshop, November
11, 2006

Dear Mayor Hunter and Members of the City Council:

El Concilio plans to conduct a Citizenship Fair on Saturday,
November 11 from 9:00 am to 2:00 pm in the Citrus Room. El
Concilio staff and community volunteers will process citizenship
applications for legal permanent residents wishing to become
naturalized citizens.

On behalf of El Concilio del Condado de Ventura, I respectfully
request that you authorize a waiver of fees for the use of the
Citrus Room for approximately six hours including room set-up
and the citizenship workshop. A waiver of fees will enhance our
ability to offer these services at no charge to the applicants.
More importantly, a waiver of fees enables us to utilize our
limited resources on future citizenship workshops and/or other
programs and services benefiting the local community.

If you have any questions, please call Ms. Jo Ann Olivares,
Interim Executive Director at 805 486-9777.

Sincerely,

Bernardo M. Perez
Advocacy Committee Chairperson

cc: Mary Lindley, Parks, Recreation and Community Services
Director

*Titles for Identification
Only

