
TO: CHAIR AND MEMBERS
PARKS, RECREATION AND CULTURE COMMISSION

FROM: DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES

**SUBJECT: CAPITOL HILL COMMUNITY HALL ASSOCIATION LICENSE
RENEWAL**

RECOMMENDATIONS:

1. **THAT** approval be given for the renewal of the license agreement with the Capitol Hill Community Hall Association, for a further five year term beginning the 1st day of July, 2015; with minor revisions to the terms and conditions as outlined in this report.
2. **THAT** Council be requested to concur.

REPORT

The City has had an agreement with the Capitol Hill Community Hall Association since 1959. The Association is responsible for operating the Capitol Hill Hall, including maintaining the interior of the facility for reasonable wear and tear. The Association manages this resource and makes it available to the community for a cost recovery fee, with payment of \$1 per year to the City. The Association continues to provide a valuable service to the community, by way of their management and operation of the Hall, and they continue to operate within the terms and conditions of their license.

The terms of the license have been reviewed with the Association, and the following changes are proposed for the new five year term:

1. The new term for the license will be for five years commencing on the 1st day of July, 2015 and ending on the 30 day of June, 2020.
2. Insurance requirements have been updated to comply with City standards.
3. The list of equipment owned by the Association has been updated.

To: *Parks, Recreation and Culture Commission*
From: *Director Parks, Recreation and Cultural Services*
Re: *CAPITOL HILL COMMUNITY HALL*
ASSOCIATION LICENSE RENEWAL

..... Page 2

It is recommended that approval be given for the renewal of the license agreement as outlined in this report.

A handwritten signature in black ink that reads "D. Ellenwood". The signature is written in a cursive, flowing style.

Dave Ellenwood
DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES

DP:km

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cc: City Solicitor