

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, Interim City Manager
From: Tricia Thigpen, Deputy City Clerk
Through: Cindy Russell, City Clerk
Date: May 10, 2016
Subject: Gautier Senior Center Rental Refund

REQUEST:

Authorization is requested to refund LaToya Millender's rental fee at the Gautier Senior Center.

DISCUSSION:

Ms. Millender paid the \$100.00 rental fee according to the City of Gautier's Comprehensive Fee Schedule for an event to be held on Friday, April 29, 2016. Upon arrival to decorate, Ms. Millender discovered that the air conditioning unit did not work. A maintenance call was made to LaFrieda Ray, Cultural Services Director and a service call was made to Foster's Heating and Air. The repairman made it to the Senior Center at approximately 10:00 P.M. and repairs were after Ms. Millender's event.

Ms. Millender did have her event as scheduled but, was unable to use the inside of the Senior Center due to the extreme heat inside.

RECOMMENDATION:

Staff recommends refunding Ms. Millender's \$100.00 rental fee.

Based on the information provided, the Council may:

1. Approve the rental fee refund in the amount of \$100.00 to LaToya Millender; or
2. Disapprove the rental fee refund in the amount of \$100.00 to LaToya Millender

ATTACHMENT(S):

LaToya Millender's application

APPLICATION
FOR USE OF THE GAUTIER CITY PARK SENIOR CENTER

Please Print

Name or Group Individual: Latoya Millender ^{Share}
Address: [REDACTED] ^{or McMillan}
39553

Phone Number: [REDACTED]

How will the center be used? What for, how many people, etc.
Graduation Party 90

Meeting area only () Kitchen only () both

Date or Dates needed: 4-29-16

I have read and accept the policy for use of the Senior Center.

Signature: [Signature] Date: 3-14-16
[Signature] 3-14-16

Return this application to:

City of Gautier
3330 Hwy 90
Gautier, MS 39553
228-497-8000