



TO: City Council

FROM: Angie Comstock, Deputy City Clerk

SUBJECT: Lent Town Hall Rental Committee Formation

DATE: December 12, 2023

Background:

Historically, the Lent Township Board has allowed the rental of the Town Hall to organizations and individuals. Continuing this practice post-annexation would allow for continued utilization of the building. To manage the rentals and administrative items associated with this, the Clerks Department is requesting that a committee be formed. Current Town Board member Carolyn Cagle has been managing the rentals and activities at the Hall with the Lent Town Clerk and has asked to continue doing so after the annexation. The suggested composition of the committee would be the City Clerk (former Lent Clerk), the Deputy City Clerk, Carolyn Cagle (Town Board member), and a current City Council member. Others may be brought in as deemed necessary or helpful.

Action Requested:

Consider a motion to implement a Lent Town Hall Rental Committee to administer and manage Hall rentals and appoint appropriate members to the committee.