

CITY OF CARSON		POLICY/PROCEDURE
NUMBER: 1.67		SUBJECT: Fee Waivers for City Associated Special Events
ORIGINAL ISSUE: 4/5/11	EFFECTIVE:	
CURRENT ISSUE: 2/7/12	EFFECTIVE: 2/8/12	CATEGORY:
SUPERSEDES: <i>Version Adopted 4/5/11</i>		

**I. PURPOSE AND SCOPE**

To establish a policy for the request of fee waivers for a special event and to provide procedures in how those requests will be executed.

**II. GENERAL**

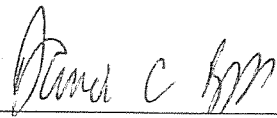
- A. A request for fee waivers of city facilities or equipment use for special events must be presented to the City Council for review and consideration.
- B. Employee salaries associated with the production of the proposed special event are *NOT* eligible to be waived.
- C. Any hard costs (City Staff, catering, entertainment, special equipment, insurance, security, etc.) that are not budgeted from the city's General Fund for the event cannot be waived.

**III. EXCEPTIONS**

There shall be no exceptions to this policy except through direct instruction of the City Council.

**IV. AUTHORITY**

Report to the Mayor and City Council, dated, February 7, 2012, Item No. 7.

  
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 David C. Biggs  
 City Manager

2/8/12  
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 Date