



Legislation Details (With Text)

**File #:** 2019-711      **Version:** 1      **Name:**  
**Type:** Discussion      **Status:** Agenda Ready  
**File created:** 7/11/2019      **In control:** City Council  
**On agenda:** 7/23/2019      **Final action:**  
**Title:** CONSIDER AND UPDATE SMP 1.67 FEE WAIVERS FOR CITY ASSOCIATED SPECIAL EVENTS (CITY COUNCIL)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Exhibit 1, 2. 1.01.07 Fee Reductions, 3. Exhibit 3

Date	Ver.	Action By	Action	Result
7/23/2019	1	City Council		

**Report to Mayor and City Council**

Tuesday, July 23, 2019

Discussion

**SUBJECT:**

**CONSIDER AND UPDATE SMP 1.67 FEE WAIVERS FOR CITY ASSOCIATED SPECIAL EVENTS (CITY COUNCIL)**

**I. SUMMARY**

During the July 16, 2019 regular City Council meeting Mayor Pro Tem Hicks and Councilmembers Davis-Holmes and Dear called for a special City Council meeting to discuss this matter.

It was requested to review and revise CPP 01.01.07 (formally SMP 1.67), which pertains to fee waivers for city associated special events. A revised version of the policy is attached for City Council review. One of the major differences between the two is that the current policy requires that requests for fee reductions be presented to the City Council for review and consideration (Exhibit No. 1). The revised policy redirects that authority to the City Manager, adds public benefit requirements and requires commitments from the event organizer to promote the City to their organization. (Exhibit No. 2). This policy references the City Council’s current schedule of fees, adopted as Resolution No 18-063, which provides reduction rate descriptions for non-profit rate, resident rate, government rate and flat rate (Exhibit No. 3).

## II. RECOMMENDATION

TAKE the following action:

CONSIDER and PROVIDE direction on draft policy 01.01.07.

## III. ALTERNATIVES

TAKE any other action the City Council deems appropriate.

## IV. BACKGROUND

In the preparation of the attached policy, staff consulted with the City Attorney's office for an opinion related to fee reductions being a gift of public funds. The City Attorney has opined that the event must have a public purpose to avoid a misuse of public funds.

Exhibit No. 2 consists of draft language that would provide a guideline for when a reduction to fees can be provided and who would qualify. The proposed revisions are noted in ***bold, underlined and strikethroughs***. It further specifies requests of these types will now go to the City Manager for consideration. Should the revised policy be adopted, said policy will take effect immediately and supersedes any and all previous fee waiver and/or reduction policies and practices applied in the past in connection with City associated events.

## V. FISCAL IMPACT

Should this draft policy be adopted by the Council, when exercising the fee reduction authority allowed by the policy, any and all fee reductions to reservations and/or equipment reduces the funding the city can allocate towards capital improvements for city facilities and replacement of city equipment. The estimated costs and number of fee reduction requests the City Manager will receive is unknown at this time.

## VI. EXHIBITS

1. Standard Management Policy 1.67 dated, February 7, 2012. (pgs. 3)
2. Revised CPP 01.01.07 Fee Waivers for City Associated Special Events. (pgs. 4-6)
3. Excerpt of Resolution 18-063 Schedule of Fees - Discounted Room Rental Rates adopted June 19, 2018. (pg. 7)

1.

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