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City of Conway, Arkansas  
Ordinance No. O-11-102

**AN ORDINANCE TO REPEAL ORDINANCE NO. O-11-20 & ESTABLISH NEW FEES TO BE ASSESSED FOR THE RENTAL OF THE CONWAY EXPO CENTER; DECLARING AN EMERGENCY AND FOR OTHER PURPOSES.**

**WHEREAS**, the City of Conway Expo Center fee rate was established with consideration between profit groups and non-profit groups; and

**WHEREAS**, it is important for fees to be established that are consistent for both the Conway Expo Center and the Fairgrounds Pavilion Building.

**NOW THEREFORE BE IT RESOLVED** that the City Council of the City of Conway, Arkansas:

**SECTION 1:** Assess the following rental fees for the Conway Expo Center and Fairgrounds:

- 1. Expo Center Building Rental
  - \$ 1,000 per day for profit groups on event day / sale day
  - \$ 500 per day for profit groups on set-up / breakdown days
  - \$ 500 per day for non-profit groups on event day / sale day
  - (must provide 501-C3 certification, or other nonprofit documentation-Must be a nonprofit as describe by the IRS code)**
  - \$ 250 per day for non-profit groups on set-up / breakdown days
  
- Table/Chair/**Bleacher** Rental
  - \$ 6 per table per event
  - \$ 2 per chair per event
  - \$ 25 per bleacher per event**

**(Events must use city tables, chairs and bleachers if needed)**
  
- 2. Pavilion Building Rental
  - \$ 500 per day **for profit groups** on event day / sale day
  - \$ 250 per day **for profit groups** on set-up / breakdown days
  - \$ 250 per day for non-profit groups on event day / sale day**
  - \$ 125 per day for non-profit groups on set-up / breakdown days**
  
- Cage, Pen, Stall, Coup Rental
  - \$ 5 per item per event
  
- 3. Carnival Area Rental
  - \$ 250 per day on event day / sale day
  - \$ 125 per day on set-up / breakdown days
  
- 4. RV Site Rental-
  - \$ 25 per day per site (includes power and water hookups)
  
- 5. Security / Cleaning Deposit
  - \$500 - \$1,500 per event required for all facilities
  - The security deposit amount varies based on the type of use. Security and cleaning deposits are 100% refundable proved the conditions are met per Section 7 (H) of the License Agreement.
  
- 6. Facility Use Fee
  - \$ 30 per hour

The Parks Department will provide access to the facilities for event set-up and break-down between the hours of 8:00am – 4:00pm Sunday thru Saturday. A \$30 per hour charge will be accessed for any additional hours used before 8:00am and / or after 4:00pm. On event / sale days a \$30 per hour charge will be accessed on any hours that the facilities are open in excess of 8 hours

**SECTION 2:** This ordinance is necessary for the protection of the public peace, health and safety, and emergency is hereby declared to exist and this ordinance shall be in full force and effect from and after its passage and approval.

**SECTION 3:** All ordinances in conflict herewith are repealed to the extent of the conflict.

**PASSED** this 22<sup>nd</sup> day of November, 2011.

**Approved:**



**Mayor Tab Townseli**

**Attest:**



**Michael O. Garrett**  
City Clerk/Treasurer