

RESOLUTION NO. 922

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, AMENDING RESOLUTION NO. 633 TO MODIFY THE RULE REGARDING ADVANCE SCHEDULING OF THE CENTRAL MAIN FLOOR CIVIC CENTER ROOMS.

WHEREAS, on September 23, 2002, the City of Gig Harbor City Council passed Resolution No. 597, which established the rules for the use of the Civic Center, including public use of the central main floor of the Civic Center; and

WHEREAS, on November 8, 2004, the City of Gig Harbor City Council passed Resolution No. 633, which amended Resolution No. 597, Section 5.C, Scheduling, of the "Public Use of City Civic Center Facilities;" and

WHEREAS, on October 3, 2011, the City of Gig Harbor entered into an agreement with Pierce County to provide a facility for the County's use as a voting facility for regular and special elections; and

WHEREAS, because there are non-city government agencies needing to reserve space further in advance in order to plan and provide proper public notice, the City Council desires to amend the rules to allow such advance reservation; now, therefore,

THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Resolution No. 633, Section 5.C, Scheduling, of the "Public Use of City Civic Center Facilities," is amended to read as follows:

- C. **Scheduling:** Groups other than city staff or official city government bodies must schedule the central main floor Civic Center rooms at least two weeks in advance, and may only schedule as far in advance as the end of the following calendar month. Exception may be made for those non-city government agencies needing to have meeting space reserved further in advance to accommodate planning and proper public notice, and for those city-supported special events needing to have space reserved further in advance in order to prepare brochures, posters and other promotional materials needed for festivals, art shows, concerts etc. All fees must be paid at the time of scheduling to secure the reservation. Such fee payments are non-refundable within one week of the reserved date, in the event cancellation is requested. The Facilities Use Agreement, which includes guidelines for cleanup, setting up and taking down tables, must be signed at the time of scheduling. The person picking up the key will be required to sign the agreement and must be designated as

the supervisor who will be in direct charge of group activities. Televisions, VCRs, overhead projectors and easels may be reserved at no additional charge. These items should be requested at the time of scheduling, or they will be unavailable.

RESOLVED this 11th day of March, 2013.

APPROVED:


STEVEN K. EKBERG, MAYOR PRO TEM

ATTEST/AUTHENTICATED:


MOLLY M. FOWSLEE, CITY CLERK

FILED WITH THE CITY CLERK: 02/25/13
PASSED BY CITY COUNCIL: 03/11/13
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