



## AGENDA REPORT

**Meeting Date:** February 17, 2015  
**Item Number:** D-8  
**To:** Honorable Mayor & City Council  
**From:** Nancy Hunt-Coffey, Assistant Director of Community Services  
**Subject:** REQUEST BY BEVERLY HILLS CHAMBER OF COMMERCE FOR FEE WAIVER FOR USE OF ROOMS AT ROXBURY COMMUNITY CENTER FOR THE HEALTH AND BEAUTY EXPO  
**Attachments:** 1. None

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### **RECOMMENDATION**

Staff recommends that the rental fee for the Beverly Hills Chamber of Commerce Health and Beauty Expo be waived. The full rental fee would be \$3054.

### **INTRODUCTION**

The Beverly Hills Chamber of Commerce has requested a fee waiver for their use of rooms at the Roxbury Community Center for their annual Health and Beauty Expo to be held on 2/22/15. The full rental fee would normally be \$3054. However, the security deposit of \$534 would not be waived, but would be refunded after the event if the space is left in acceptable condition.

### **DISCUSSION**

The Chamber of Commerce has held its annual Health and Beauty adjacent to the Beverly Hills Farmer's Market for a number of years. This year the Chamber will hold its Expo at Roxbury Community Center. Due to the nature of the Expo, time is required for Chamber staff to set up for the event, and the scope of the event requires the use of multiple rooms at the Center. Calculated at the rate listed in the City's fees and charges document, the total rental fee for all rooms and hours that are required would be \$3054. The Chamber is requesting a fee waiver.

**FISCAL IMPACT**

A waiver of the fee would result in \$3054 of lost revenue.

**CONCLUSION**

Due to the City's unique relationship with the Chamber of Commerce, as a major funder of the organization, staff recommends proceeding with this fee waiver.

Don Rhoads, Director of  
Administrative Services



Nancy Hunt-Coffey

Approved By