

City of Marion
Policy on Loaning of City Equipment

The City of Marion, with the exceptions listed below, strictly prohibits the loaning of City owned supplies or equipment to individuals, businesses, groups or outside agencies. The use of City owned vehicles and equipment by an employee for personal use is also strictly prohibited. With the permission of the City Manager, City owned equipment and supplies such as tables, chairs, stages, the p.a. system and other approved equipment, not to include in any case vehicles or motorized equipment, may be loaned to the following outside agencies at no charge:

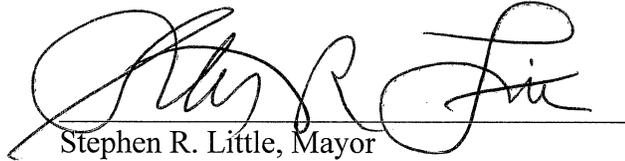
1. McDowell County
2. Town of Old Fort
3. McDowell County Schools
4. McDowell Technical Community College
5. McDowell House
6. McDowell County Rescue Squad
7. McDowell Arts and Crafts Association
8. McDowell Trails Association
9. Carson House
10. Any non-profit agency with which the City has or has had a funding relationship. As of July 1, 2012, these agencies will be restricted to the Marion Business Association (MBA), the McDowell Chamber of Commerce, McDowell Mission Ministries, the Marion Firefighter's Association, the McDowell Economic Development Association (MEDA), Family Services of McDowell, Inc. and the Maxwell M. Corpening, Jr. Memorial YMCA.

In addition to the preceding, City stages may be set up for individuals, businesses organizations or groups under the following conditions:

1. The stage(s) will be set up and removed by City employees at such times such as to prevent the City paying overtime.
2. The stage(s) will be set up on public property within the City of Marion.
3. An event of public interest will be held that is open to the public and for which approval has been granted pursuant to City policy.
4. The event will not require the payment of an admission fee, although donations may be requested.
5. Any donations received through the event shall be used to fund one of the organizations specifically listed above.
6. A fee of \$50.00 shall be paid to the City by the requesting individual, business, organization or group to offset the costs of the setup and removal of the stage(s).

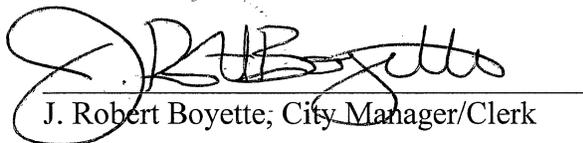
Prior to any equipment or supplies being loaned under this policy, an employee or representative of the agency borrowing the equipment must sign a statement acknowledging the equipment or supplies that they are borrowing, accepting total responsibility for said equipment or supplies and acknowledging that the agency will immediately pay for any damages sustained by the equipment that is borrowed.

Adopted by the City Council of the City of Marion this the 7th day of May, 2013.



Stephen R. Little, Mayor

ATTEST:



J. Robert Boyette, City Manager/Clerk

Policy Number: P-13-05-07-1