



CITY OF BANNING STAFF REPORT

TO: CITY COUNCIL

FROM: Elizabeth Gibbs, City Manager

PREPARED BY: Ralph Wright, Parks and Recreation Director

MEETING DATE: July 14, 2026

SUBJECT: Consideration of a fee waiver request by the Stagecoach Day's Association in the Not to Exceed amount of \$38,000

STAFF RECOMMENDATION:

That the City Council review the request and determine if they would like to approve a fee waiver of additional in-kind services for the Annual Stagecoach Day's Event.

BACKGROUND:

The City of Banning and the Stagecoach Days Association have an approved Memorandum of Understanding that delineates both the City's and the Stagecoach Days Association's responsibilities for the Annual Stagecoach Days event, held in September each year. The existing MOU allows the City to provide in-kind services at no charge to assist with the event, totaling \$7,500. This amount was reduced from \$10,000 that was the cap in previous MOUs for the event. The reduction was agreed upon because the City increased direct payment to Stagecoach Days Association to assist with bleacher costs.

At the November 12, 2025, meeting of the City Council, the Banning City Council adopted Resolution 2025-156, a Resolution updating the City's Master Fee Schedule. The revised fees became effective on January 15, 2026. The updated Master Fee Schedule included additional staffing fees for Special Event Permits. These included an hourly rate for Police Officers required for certain Special Events. The new fees included all associated department costs allocated as part of an hourly fee for services. In the past, the Police Department and other departments absorbed costs beyond the direct hourly overtime costs associated with in-kind services.

With the newly adopted fees, the true staffing costs are now being charged for Special Events. The total cost for in-kind services supporting the Stagecoach Parade and Stagecoach Days events at Dysart Park was originally estimated at just over \$45,000.

The estimated total for Parade - \$17,816

The estimated total for Events at Dysart Park on Friday and Saturday is \$27,432

The total estimated City costs for all Stagecoach Days events are \$45,248

After reviewing the parade route, the Police Department recommended modifying it to come down San Geronio rather than running on Ramsey to reduce the number of officers required and use non-sworn officers for assistance, thereby reducing the estimated total staffing hours and costs. These changes would reduce the total estimated costs to \$30,920.

The Stagecoach Days Association has stated that they would rather the parade run as it has in the past, down Ramsey. Although the parade is included as a requirement in the approved MOU, the Stagecoach

Days Association has inquired whether they could not offer the parade this year to reduce the total time and costs of their event.

Attachment 1 is included in this report and breaks down the original estimated staffing requirements and the revised estimates.

JUSTIFICATION:

Chapter 3.40.010 of the Banning Municipal Code establishes the protocol for waiving fees for non-profit organizations that provide valuable public services to the community. Per this chapter, fee waiver requests above \$1,000 require authorization and approval of the Banning City Council.

The Stagecoach Days Association has submitted a letter dated July 1, 2026 requesting a waiver of City fees applicable to their planned 2026 Stagecoach Days PRCA Rodeo and Parade.

The Annual Stagecoach Days event is a Signature Event for the City of Banning and has been supported substantially by the City as part of the existing MOU and for many years.

FISCAL IMPACT:

Increasing the amount of waived fees for in-kind services for the 2026 event would place a significant financial burden on the affected City departments, particularly as the City develops reduced budgets for Fiscal Year 2026/2027. These departments are primarily funded by the City's General Fund.

The existing MOU authorizes the City to waive up to \$7,500 in fees for services provided in support of the event. Based on the highest staffing-cost estimate, the total cost would exceed the authorized waiver by approximately \$38,000. Unless an additional waiver is approved, the Stagecoach Days Association would be responsible for these costs.

ATTACHMENTS:

1. [Att 1 - Estimated City Services for Stagecoach Days Event_2026.pdf](#)
2. [BMC_- _Chapter_3.40.010_- _Waiverof_fees_for_Non_Profit_organizations.pdf](#)
3. [Executed_Stagecoach_Days_MOU_06_22_25.pdf](#)
4. [Fee Waiver Request 2026 Stagecaoch Days.pdf](#)