

ORDINANCE NO. _____
AN ORDINANCE AMENDING the City of Laurel Code of Ordinances
CHAPTER 4 Amusements, Article IV. Festivals, Carnivals, and Special Events.

WHEREAS, changes are being made to the City of Laurel Special Event Application, Section 4-33. Purpose, Section 4-45. Insurance, and Section 4-46. Fees. must be updated to accurately reflect these changes.

WHEREAS, the Special Event Committee now finds that it is prudent to amend the aforementioned sections of Chapter 4, Article IV to benefit both the applicants and the City of Laurel.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and the City Council of Laurel, Mississippi, that Chapter 4, Article IV, *Section 4-33, Section 4-45, and Section 4-46* of the City of Laurel Code of Ordinances be amended as follows:

THAT Section 4-33, 4-45, and 4-46 currently reads as follows:

Section 4-33. Purpose.

The regulations in this article are ordained to assure the public health, safety, and general welfare of the community. These regulations are intended to establish reasonable standards for the conducting of public events, to be defined hereinafter, and to establish a system for handling the interaction of police, fire, sanitation, maintenance and other City functions and/or services in connection with such events for the purpose of minimizing detriments to the adjoining properties, recovering costs incurred by such events against the City's budget, and providing a workable framework for the scheduling and permitting of such events. Special events as defined hereinafter may not be undertaken more than once by the same party within a **twelve (12) month** period and may not exceed four (4) days of activity including set up and take down. These regulations do not apply to any event which is under the sponsorship of the City of Laurel.

Section 4-45. Insurance.

2. A copy of the policy or certificate of insurance, along with any and all necessary endorsements, must be filed with the City Clerk's Office no less than **five (5)** days before the date of the event. The special event permit shall not be issued by the special events coordinator until after the insurance policy and/or certificate of insurance, along with any and all necessary endorsements, has been filed by the applicant/sponsor and approved by the special events committee/City Clerk's Office.

Section 4-46. Fees.

2. The classes of special event permits shall be as follows:

Class E permit. A Class E permit shall be available for qualifying events and shall be exempt from fees, deposits and costs. Events eligible for Class E

permits shall include parades in connection with schools and educational events; inaugural parades related to schools and educational events; inaugural parades for elected officials; the annual Christmas Parade; the American Heart Association Heart Walk; and other similar events. The Class E permit applicant organization other than a public school or municipality must be a 501 (c) 3 entity as certified by the IRS, with proof of such certification available for inspection and copying by the Special Events Committee if requested.

THAT Section 4-33, Section 4-45, and Section 4-46 be amended to read as follows:

Section 4-33. Purpose.

The regulations in this article are ordained to assure the public health, safety, and general welfare of the community. These regulations are intended to establish reasonable standards for the conducting of public events, to be defined hereinafter, and to establish a system for handling the interaction of police, fire, sanitation, maintenance and other City functions and/or services in connection with such events for the purpose of minimizing detriments to the adjoining properties, recovering costs incurred by such events against the City's budget, and providing a workable framework for the scheduling and permitting of such events. Special events as defined hereinafter may not be undertaken more than once by the same party within a **six (6) month** period and may not exceed four (4) days of activity including set up and take down. These regulations do not apply to any event which is under the sponsorship of the City of Laurel.

Section 4-45. Insurance.

3. A copy of the policy or certificate of insurance, along with any and all necessary endorsements, must be filed with the City Clerk's Office no less than **seven (7) business** days before the date of the event. The special event permit shall not be issued by the special events coordinator until after the insurance policy and/or certificate of insurance, along with any and all necessary endorsements, has been filed by the applicant/sponsor and approved by the special events committee/City Clerk's Office.

Section 4-46. Fees.

2. The classes of special event permits shall be as follows:

Class E permit. A Class E permit shall be available for qualifying events and shall be exempt from fees, deposits and costs – **Exceptions may apply**. Events eligible for Class E permits shall include parades in connection with schools and educational events; inaugural parades related to schools and educational events; inaugural parades for elected officials; the annual Christmas Parade; the American Heart Association Heart Walk; and other similar events. The Class E permit applicant organization other than a public school or municipality must be a 501 (c) 3 entity as certified by the IRS, with proof of such certification available for inspection and copying by the Special Events Committee if requested.

The above and foregoing Ordinance having been first reduced to writing was considered as a whole and approved by the Laurel City Council at its regular meeting on December 02, 2025. The

forgoing Ordinance shall become effective 30 days following the approval of the Second Reading for the accuracy and continuity of the permitting process.

Councilperson moved for the approval of the Second Reading of said Ordinance, which motion was seconded by Councilperson.

Upon roll call vote, the result was as follows:

YEAS:

NAYS:

ABSTAINING:

ABSENT:

The motion having received the affirmative vote of a majority of the members present and voting, the President thereupon declared the motion carried and the Second Reading of this Ordinance approved and adopted, this the 16th day of December, A.D. 2025.

PRESIDENT OF THE COUNCIL

ATTESTED AND SUBMITTED TO THE MAYOR BY THE CLERK OF THE COUNCIL ON
_____.

CLERK OF THE COUNCIL

APPROVED () DATE _____

VETOED () DATE _____

MAYOR

ATTEST:

CITY CLERK

Min. of 12/16/2025; Bk. No. 104; Pg. No. _____; Agn. Itm. No. 4C