

PERMIT- LOCATION-PERSONNEL FEES SCHEDULE

PERMIT	FEE	NOTES
APPLICATION FEE	\$200.00 non-refundable	All applicants pay – non-refundable administrative fee
HIGH-IMPACT PERMIT FEE	\$500.00	Production with more than 50 people on site.
REFUNDABLE DEPOSIT	\$500.00 (under 500 people)	Amount will be refunded less any fees due to city for services, cleanup, damage, extended fees.
Change of Plans (Under 72 hours)	\$250	Due to administrative time and scheduling.
POLICE OFFICER FEES	\$35 per officer/per hour (patrol)/\$45 per officer/per hour (traffic)	Large event policy and fees required police for attendance over 500 persons.
Other City Personnel/on-site Coordinator FEES	\$25 per person/per hour	Large event required attendants and other required fees will be required for attendance over 500 persons.
Street Closures/Sidewalks (Small)	\$500 per day/\$100 per day	Officers are also required for street closures.
On street parking	\$100 per day (up to 6 vehicles)/\$100 per day after.	Parking in excess of six (6) vehicles must inform of parking plans.
Police Vehicles	Fees to be Determined by Police Chief	
Catering/Pouring Permits	Fees and permits through City Hall Business Office	Fees vary.

LOCATION FEES

LOCATION	FEES	PERIODS	NOTES
CITY HALL BUILDING	\$500 PER DAY/PERIOD	Use and Availability are approved by each department head as schedules allow.	
TOWN GREEN	\$500 PER DAY/PERIOD \$1000 PER DAY/ PERIOD (DURING MARCH-OCTOBER)	As City schedules allow. Not to exceed 12 hour period. Large event /personnel fees apply for attendance of more than 500 people.	Does not include closing of Taylor Park
POLICE DEPT. BUILDING	\$500 PER DAY/PERIOD	Use and Availability are approved by each department head as schedules allow.	
PUBLIC WORKS BUILDING	\$500 PER DAY/PERIOD	Use and Availability are approved by each department head as schedules allow.	
PARKS/REC BUILDING	\$500 PER DAY/PERIOD	Use and Availability are approved by each department head as schedules allow.	
FESTIVAL CENTER BUILDING	\$500 PER DAY/PERIOD		Ask about parking
VACANT CITY-OWNED BUILDINGS	\$500 PER DAY/PERIOD	Check Availability/Hours	No restricted hours
OTHER AVAILABLE CITY PROPERTIES	\$500 PER DAY/PERIOD	Check Availability/Hours	Varied depending on uses
CLOSURE/USE OF ANY CITY FACILITY OR PARK WITH CITY OPERATIONS (Large)	\$2000 PER DAY PLUS + ANY AFFECTED DAILY COST OF SALARIES BENEFITS OF PERSONNEL +REVENUE.	Use and Availability are approved by each department head as schedules allow. AFTER BUSINESS HOURS ONLY!	To be calculated by special request with City HR; department heads. +TBD

ANY CITY EQUIPMENT SUCH AS POLICE VEHICLES, EQUIPMENT USAGE, ETC. WILL BE NEGOTIATED UPON REQUESTS. ALL USE AND PRICING FOR POLICE DEPARTMENT REQUIRES APPROVAL OF POLICE CHIEF.

PER DAY/PERIOD: FURTHER DEFINED AS NOT TO EXCEED A 12 HOUR TIME PERIOD IN ANY CALENDAR DAY.