

Parks & Amenities Fees

Parks	Amenities	FY 23-24: Current Fees	Rental Length	FY 24-25: Proposed Fees	Rental Length	Fee Difference	Details
Jennie Lane Park	Pavilions	-	-	\$25	per 2 hours	\$25	Include set-up/clean-up time
	Picnic Tables	-	-	-	-	-	-
	Parking Lot Only	\$50	All Day	\$50	All Day	\$0	If parking is being utilize for something other than parking or if the event will take place in the parking area only.
	Full Park	\$75	0-4 hours	\$100	0-4 hours	\$25	Include set-up/clean-up time.
		\$100	4 hours-8 hours	\$150	4 hours-6 hours	\$50	If parking is being utilize for something other than parking, add \$50 parking lot fee
\$125	All Day	\$200	All Day	\$75			
Timmermann Park - Area 1	Pavilions + Green Area	-	-	\$50	per 2 hours	\$50	Include set-up/clean-up time
	Picnic Tables	-	-	-	-	-	-
	Parking Lot Only	\$50	All Day	\$50	All Day	\$0	If parking is being utilize for something other than parking or if the event will take place in the parking area only.
	Full Park	\$75	0-4 hours	\$150	0-4 hours	\$75	Include set-up/clean-up time.
		\$100	4 hours-8 hours	\$200	4 hours-6 hours	\$100	If parking is being utilize for something other than parking, add \$50 parking lot fee
\$125	All Day	\$250	All Day	\$125			
Timmermann Park - Area 2	Open Space	-	-	\$50	per 2 hours	\$50	Open/green space across Ring Dr. behind the Commons at Manor Apartments
All Other Parks & Trails	Pavilions	-	-	-	-	-	-
	Picnic Tables	-	-	-	-	-	-
	Parking Lot Only	\$50	All Day	\$50	All Day	\$0	If parking is being utilize for something other than parking or if the event will take place in the parking area only.
	Full Park	\$75	0-4 hours	\$100	0-4 hours	\$25	Include set-up/clean-up time.
		\$100	4 hours-8 hours	\$150	4 hours-6 hours	\$50	If parking is being utilize for something other than parking, add \$50 parking lot fee
\$125	All Day	\$200	All Day	\$75			

Additional Park Rental Fees

Services	FY 23-24: Current Fees	FY 24-25: Proposed Fees	Fee Difference	Details
Electricity	-	\$25	\$25	If events need power
Water	-	\$25	\$25	If events need water
Debris Removal/Maintenance	\$50	\$75	\$25	Added to all reservation request
Maintenance Deposit Fee	\$75	-	-	REMOVED
	\$100	-	-	REMOVED
	\$125	-	-	REMOVED
Administrative Cancelation Fees	50% of total paid fees	\$25	Depends on the request	If the cancellation is made less than 2 days before the event date, the entire fee is non-refundable

Staff Fees

Services	FY 23-24: Current Fees	FY 24-25: Proposed Fees	Fee Difference	Details
Public Work Staff	\$40	\$40	\$0	Fee per staff member/Per hour (2 hours minimum) If staff needs to be present, call-out, set-up or/& teardown equipment for the event
Community Development Staff	-	\$40	\$40	Per hour for any event planning/organizing/building/coordinating/marketing services. (2 hours minimum)

Equipment Rental Fees				
Services	FY 23-24: Current Fees	FY 24-25: Proposed Fees	Fee Difference	Details
Barricades	\$125	\$150	\$25	Per event/Per Day Required for all street/parking/area closures.
City Vehicle Use	\$30	\$30	\$0	Per hour/Per Vehicle Added if the vehicle is utilized for anything other reason than transporting staff. For example: transport equipment, block roads, etc.
Outdoor Movie Set-Up	-	\$300	\$300	Per day & per event Includes movie screen, PA system, and projector with Bluetooth capabilities. It doesn't include the movie, movie license, and/or movie player
	-	\$150	\$150	Deposit
Popcorn Machine	-	\$50	\$50	Per day & per event Does not include popcorn supplies

Facilities & Properties Fees

Basic Fees

Services	FY 23-24: Current Fees	FY 24-25: Proposed Fees	Fee Difference	Details
Application Processing	-	\$25	\$25	Non-Refundable

Facilities & Properties Fees

Services	FY 23-24: Current Fees	FY 24-25: Proposed Fees	Rental Length	Fee Difference	Details
City Hall Parking Lot	-	\$75	Full Day	\$75	
East Manor Dev. #1 - Bldg 1	-	\$150	Haft Day	\$150	No chairs/tables included
	-	\$350	Full Day	\$350	
	-	\$150	Deposit	\$150	
East Manor Dev. #1 - Bldg 2	-	\$150	Haft Day	\$150	No chairs/tables included
	-	\$350	Full Day	\$350	
	-	\$150	Deposit	\$150	
East Manor Dev. #1 - Open Field	-	\$400	Full Day	\$400	Doesn't include restrooms and no electricity
East Manor Dev. #1 - Bldg 2 & Open Field	-	\$1,000	Full Day	\$1,000	No chairs/tables included

Additional Facilities & Properties Rental Fees

Services	FY 23-24: Current Fees	FY 24-25: Proposed Fees	Fee Difference	Details
Electricity	-	\$50	\$50	If events need power
Water	-	\$25	\$25	If events need water
Debris Removal/Maintenance	\$50	\$75	\$25	Added to all reservation request
Administrative Cancelation Fees	50% of total paid fees	50% of total paid fees	\$0	If the cancellation is made less than 2 days before the event date, the entire fee is non-refundable

Staff Fees

Services	FY 23-24: Current Fees	FY 24-25: Proposed Fees	Fee Difference	Details
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Community Development Staff	-	\$40	\$40	Per hour for any event planning/organizing/ building/coordinating/marketing services. (2 hours minimum)

Equipment Rental Fees

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		\$150	\$150	Deposit
Popcorn Machine	-	\$50	\$50	Per day & per event Does not include popcorn supplies

Special Events Fees

Basic Fees				
Services	FY 23-24: Current Fees	FY 24-25: Proposed Fees	Fee Difference	Details
Application Processing	-	\$50	\$50	Non-Refundable
Block Party Application Process	-	\$10	\$10	Non-Refundable
Street Closure Application Processing	-	\$10	\$10	Non-Refundable

Special Event Fees					
Services	Definition	Current Fees	Proposed Fees	Fee Difference	Details
Temporary Gathering	Fairs, festivals, exhibits, street dances, carnivals, circuses, rodeo and equestrian events, automobile exhibitions, temporary commercial outdoor amusements, outdoor concerts, and sporting events	-	\$200	\$200	Per Day/Per Event Use of city properties, parks, trails, facilities, parking lot space, road closure, city equipment, and staff may be an additional charges
Block Party	One-time outdoor activities that require the temporary closing of one or more residential streets	-	\$25	\$25	Per Day/Per Event Use of city properties, parks, trails, facilities, parking lot space, road closure, city equipment, and staff may be an additional charges
Street Closure		-	\$50	\$50	Per Street/Per Day/Per Event
Walking or Running Events		-	\$100	\$100	Per Day/Per Event Use of city properties, parks, trails, facilities, parking lot space, road closure, city equipment, and staff may be an additional charges
Parade	Assembly of three or more persons or vehicles whose gathering is for the common design and purpose of traveling in procession on a public thoroughfare from one location to another.	-	\$150	\$150	Per Day/Per Event Use of city properties, parks, trails, facilities, parking lot space, road closure, city equipment, and staff may be an additional charges

Additional Special Event Rental Fees				
Services	FY 23-24: Current Fees	FY 24-25: Proposed Fees	Fee Difference	Details
Electricity	-	\$25	\$25	If events need power
Water	-	\$25	\$25	If events need water
Debris Removal/Maintenance	\$50	\$75	\$25	Added to all reservation request
Maintenance Deposit Fee	\$75	-	-	REMOVED
	\$100	-	-	REMOVED
	\$125	-	-	REMOVED
Administrative Cancellation Fees	50% of total paid fees	50% of total paid fees	\$0	If the cancellation is made less than 2 days before the event date, the entire fee is non-refundable

Staff Fees				
Services	FY 23-24: Current Fees	FY 24-25: Proposed Fees	Fee Difference	Details
Public Work Staff	\$40	\$40	\$0	Fee per staff member/Per hour (2 hours minimum) If staff needs to be present, call-out, set-up or/& teardown equipment for the event
Community Development Staff	-	\$40	\$40	Per event/Per hour for any event planning, organizing, coordinating, and marketing services. (2 hours minimum)

Equipment Rental Fees				
Services	FY 23-24: Current Fees	FY 24-25: Proposed Fees	Fee Difference	Details
Barricades	\$125	\$150	\$25	Per event/Per Day Required for all street/parking/area closures.
City Vehicle Use	\$30	\$30	\$0	Per hour/Per Vehicle Added if the vehicle is utilized for anything other reason than transporting staff. For example: transport equipment, block roads, etc.
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	-	\$150	\$150	Deposit
Popcorn Machine	-	\$50	\$50	Per day & per event Does not include popcorn supplies

City Events Fees

Basic Fees					
Services-Vendor Category	Definition	FY 23-24: Current Fees	FY 24-25: Proposed Fees	Fee Difference	Details
Food Vendors	<p>Food-based vendor that provides hot and ready-to-eat foods, cottage foods, or temperature-controlled foods. NOT including Food Trucks.</p> <p>Cottage Food Vendors must follow the Texas Cottage Food Law A cottage food production operation is defined as an individual, operating out of the individual's home, who: -Produces any of the following at their home: A baked good that is not a time and temperature control for safety food (TCS food) Candy, Coated and uncoated nuts, Unroasted nut butters, Fruit butters, canned jam or jelly, fruit pie, Dehydrated fruit or vegetables, including dried beans, Popcorn and popcorn snacks, Cereal, including granola, Dry mix, Vinegar, Pickled fruit or vegetables, including beets and carrots, that are preserved in vinegar, brine, or a similar solution at an equilibrium pH value of 4.6 or less, Mustard, Roasted coffee or dry tea, A dried herb or dried herb mix, Plant-based acidified canned goods, Fermented vegetable products, including products that are refrigerated to preserve quality, Frozen raw and uncut fruit or vegetables, and any other food that is not a TCS food. -Has an annual gross income of \$50,000 or less from the sale of the described foods. -Sells the foods produced directly to consumers. -Delivers products to the consumer at the point of sale or another location designated by the consumer.</p>	\$50	\$50	\$0	Non-Refundable
Food Truck	Food Truck vendors that provide hot and ready-to-eat foods, cottage foods, or temperature-controlled foods from a vehicle.	\$50	\$75	\$25	New category. It was under the Food Vendor, but after consideration, it should be in its own category as its sales are higher. Non-Refundable
Art & Crafts Vendor	Arts and crafts vendor whose product is made by the owner or employees associated with the business. No resale items.	\$25	\$25	\$0	Non-Refundable
Commercial/Business Vendor	Commercial or home-based business that wishes to collect payment for memberships, advertise business services, and/or sell products. Examples: Include but are not limited to direct sales business, membership-based business (i.e. Sam's Club, fitness business, etc.), selling of resale items such as light-up toys, etc.	\$25	\$50	\$25	Non-Refundable
Specialty Vendor	Business that charges a fee for services offered at an event. This includes but is not limited to face painting, professional photography, spas, etc.	\$50	\$50	\$0	Non-Refundable
Non-Profit/Community Groups	Local non-profit organization that offers a value-added activity/program to the event. Vendor may advertise information regarding the non-profit but cannot exchange money.	\$0	\$0	\$0	Non-Refundable

Filming Fees

Filming Fees

Filming Fees	FY 23-24: Current Fees	FY 24-25: Proposed Fees	Fee Difference	Details
Application Processing Fee	\$25	\$30	\$5	Non-refundable

City-Owned Real Estate Use Permit Fees - Current

Activities	Current Fees	Proposed Fees	Fee Difference	Details - Added New
Total or disruptive use (regular operating hours) of a public building, park, right-of-way, or public area.	\$500	\$500	\$0	Per Day
Partial, non-disruptive use of a public building, park, right-of-way, or public area.	\$250	\$250	\$0	Per Day
Total closure or obstruction of public street or right-of-way, including parking lots and on-street parking.	\$50	\$50	\$0	Per Block/Per Day
Partial closure or obstruction of public street or right-of-way, including parking lots and on-street parking.	\$25	\$25	\$0	Per Block/Per Day
Use of City parking lots, parking areas, and City streets (for the purpose of parking film trailers, buses, catering trucks, and other large vehicles)	\$50	\$50	\$0	Per Block or Lot/Per Day