

DRAFT EXTRAORDINARY SERVICES 2024

DEFINITION

Extraordinary Services - Measurable financial costs which are **ABOVE AND BEYOND** the normal levels of public health and safety services on a nonevent day. Extraordinary services will normally be those services requiring city employees to be specifically assigned to tasks in support of the special event and/or those services resulting in overtime pay or similar costs which result from the event.

POSSIBLE EXAMPLES

Police Protection, Traffic Control, Fire Monitoring, Dedicated Paramedic Service, Parks Services, Other Services Necessary to Ensure the Protection of Participants And Citizens, Proper Functioning Of City Services, Proper Administration Of The Ordinance.

administrative fee of 15% of the **total costs** of the services and equipment used for the processing, review and invoicing of the special event fees.

DEPARTMENT	REGULAR COST - total annual salaries divided by the total employees in that group, then divided by the annual hours worked - Includes WRS, Payroll Tax, Health Insurance, Dental Insurance	REGULAR COST + 15% ADMIN FEE	OVERTIME COST - Regular Cost X 1.5	OVERTIME COST + 15% ADMIN FEE	COST (flat fee)	DESCRIPTION OF COST
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Per Hour Rates					
POLICE					

Police Chief/Deputy Chief	74.52	85.70			
Police Captain	66.77	76.78			
Police Officer	56.90	65.43	85.35	98.15	Traffic Control, Police Protection
Police Sergeant	57.51	66.14	86.26	99.20	Traffic Control, Police Protection
Auxillary Officer	16.56	19.05			Traffic Control, Police Protection
Equipment use	Cost for Special Equipment deemed necessary for provisions of services to a Special Event shall be charged to the Event Sponsor at the City's actual cost.				police vehicle usage, such as patrol cars and specialized police vehicles (SWAT Trucks) and their fuel, crowd control gas/pepper spray and other munitions that are expended in defense of life and property, repair/replacement to police vehicles and other damaged/destroyed equipment and gear and uniforms (think riot/protest situations where uniforms/helmets/etc. are torn/bloodied/broken/etc.) and similar actual costs.

STREETS

Street Manager/Supervisor	39.45	45.37			
Street General Labor	36.21	41.64	59.18	68.06	
Solid Waste General Labor	44.45	51.12	54.31	62.45	
Equipment use	Cost for Special Equipment deemed necessary for provisions of services to a Special Event shall be charged to the Event Sponsor at the City's actual cost.				
Placement of temporary signs					No charge for events using less than (10) no parking signs. \$5 fee for events using (10) or more parking signs
Traffic Cones					Charge included in employee wages
Class II Barricades					Fencing in certain areas, smaller in size - charge included in employee wages
Class III Baricades and Signs					Type 3 barricades are most often used for road closings because of their bigger size and visibility. Charge included in employee wages

PARK & REC

Recreation Managers	44.45	51.12			
Parks General Full Time	37.77	43.44	56.66	65.16	

Parks General Part Time

14.00

16.10

This is an estimate because the Payroll Resolution has not been presented or passed by Council providing the actual wages for PT Parks staff

The below are usually charged by Park and Rec with a Park Reservation - See separate Park and Rec Policy

Park Rental					
Picnic Tables (each)				10.00	if extra needed
Benches (each)				3.00	if extra needed
Trash Cans					
Excessive Cleaning	100.00				2 -hour minimum charge

FIRE DEPT

Fire Chief/Deputy Chief	73.50	84.52			Dedicated Paramedic Service, Fire Monitoring, First Aid
Fire Battalion Chief	43.68	50.23	65.52	75.35	Dedicated Paramedic Service, Fire Monitoring, First Aid
Firefighter	32.54	37.42	48.81	56.13	Dedicated Paramedic Service, Fire Monitoring, First Aid
Fire Inspector	27.55	31.68			Fire Inspection of the special event area

HEALTH DEPT

Health General Labor	48.51	55.78	72.76	83.67	
Health Environmental	44.56	51.25	66.85	76.87	
Health Emergency Prep	49.22	56.60	73.83	84.90	

Health Department primary responsibility is food inspections/licensing SEE SEPARATE FEE SCHEDULE

CLERK

Finance Manager/Supervisor	60.15	69.17			administration of the ordinance
Finance Staff	40.46	46.52	60.68	69.78	administration of the ordinance

OTHER PERSONNEL

Costs for personnel, not specifically identified, providing extraordinary services in support of a Special Event shall be identified and calculated by the Finance Director using the same methodology as used for other similar identified employees

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GENERAL PERMIT AMOUNTS			
DEPARTMENT	COST (per hour)	COST (flat fee)	DESCRIPTION
	2024		
POLICE			
STREETS			
PARK & REC			
Park Reservation			
Concessions Permit			
Amplified Sound		\$30.00	
See Park and Rec Fee Schedule			
FIRE DEPT			
HEALTH DEPT			
See Health Department Fee Schedule			
CLERK			
Special Event Application		\$50.00	Current fee is \$25 - Increase to \$50 2024
Temp B/Open Container		\$10.00	
Fireworks Permit			
		\$25 for one day, additional \$10 for each day	
Carnival Permit			
Transient Merchant		\$20	