

**DRAFT  
RESOLUTION TO  
APPROVE SPECIAL EVENTS FEE SCHEDULE FOR  
EXTRAORDINARY SERVICES**

**SPONSOR:  
FROM:**

**WHEREAS**, the City of Watertown receives a variety of applications for special event permits for events including but not limited to run/walks, festivals, assemblies, carnivals, and other similar events;

**WHEREAS**, the City of Watertown employees may need to assist with such events outside of their normal job duties or provide City equipment or materials, resulting in increased costs to the City;

**WHEREAS**, the City desires to seek the reimbursement of such extraordinary costs and services;

**NOW, THEREFORE, BE IT RESOLVED**, that the City of Watertown approves the City of Watertown Special Events Fee Schedule for Extraordinary Services attached hereto as Exhibit A for the year 2024 and orders such fee schedule to be made available to the public on the City of Watertown website, the Finance Department's office and any office in which such fees are imposed.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that the Finance Director or City Clerk shall have the authority to correct any minor errors on the fee schedule, including but not limited to missing fees or incorrect references provided that such fees do not reflect an increase from what was originally included in the City of Watertown ordinances unless approved by the Common Council and such changes shall be reflected on the fee schedule.

That this Resolution shall be in full force and effect upon its passage and adoption.

	YES	NO
DAVIS		
LAMPE		
BOARD		
BARTZ		
BLANKE		
SMITH		
SCHMID		
WETZEL		
MOLDENHAUER		
MAYOR MCFARLAND		
TOTAL		

ADOPTED Type meeting date

\_\_\_\_\_  
CITY CLERK

APPROVED Type meeting date

\_\_\_\_\_  
MAYOR

(Type meeting date) Exhibit #XXXX

