

SPECIAL EVENT FEES

The General Fee Schedule is adopted by City Council annually and becomes effective on July 1st of each year. Please check off all of the fees that apply to your proposed event to create an estimate for any potential event fees. Hourly public safety personnel fees (police & fire) are not listed below. Please submit an event application to obtain an estimate of these fees.

Below are the base fees associated with rentals of the various locations (Public Right-of-Way, Parks, & City Hall). Permit fees for all other aspects of an event (amplified sound, tents, food vendors, electrical, stage, etc.) follow behind the locations.

EVENTS IN THE PUBLIC RIGHT-OF-WAY

Temporary Street Closure #1289, #1290, #1291	No Charge (Neighborhood Block Party) 50% of permit (Non-Profit) \$97.74 (Commercial)
Public Works Admin Processing Fee #1014 <i>(Basic Nonrefundable Administrative Processing Fee)</i>	\$69.00
Traffic Control Plan Review #905	At Cost
Barricade Delivery #1010, #1011	\$483.87 (One City Block) \$794.58 (Multiple Blocks)
Barricade Pick-Up & Return @ City Yards #1013	Free (Local Non-Profit)
Temporary No Parking Signs #926	\$1.66 per sign
Parking Meters (Old Pasadena & Civic Center) #921	100% of hourly fee
Parking Meters (Centennial Square) #921	100% of hourly fee
Parking Meters (South Lake) #921	100% of hourly fee
Colorado Bridge Rental #531	\$7,202.00 (daily event rate)

EVENTS IN PARKS

Area H/Brookside #1434 - #1436	\$52 per hour (local non-profit) \$105 per hour (non-local non-profit) \$158 per hour (local commercial) \$212 per hour (non-local commercial) \$52 per hour (resident)
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	\$158 per hour (non-resident)
All Other Parks (local non-profit) #1438, #1439, #1440	\$63 per hour (local non-profit) \$127 per hour (non-local non-profit) \$190 per hour (local commercial) \$254 per hour (non-local commercial) \$63 per hour (resident) \$127 (non-resident)
Park Rentals for commercially sponsored events providing free activities or services open to the public (non-city sponsored)	50% of total rental costs
Parks Event Monitors #1468	\$32 per hour (Regular Park Attendant)
Park Security Deposit #1463, #1464	20% of admission (Event with an admission of \$500 or more) \$238 (All other events - flat fee)
<h2 style="text-align: center;">CITY HALL * & CENTENNIAL SQUARE EVENTS</h2> <p>* City Hall Rentals Are A 4 Hour Minimum</p>	
City Hall Courtyard/Rotunda Rental #1015 - #1020	\$356.52 per hour (local non-profit) \$536.58 per hour (non-local non-profit) \$356.52 per hour (resident) \$716.67 per hour (non-resident) \$716.67 per hour (local commercial) \$1,087.61 per hour (non-local commercial)
City Hall Courtyard/Rotunda Set-Up & Clean-Up Rates #1021 - #1026	\$150.02 per hour (local non-profit) \$225.65 per hour (non-local non-profit) \$150.02 per hour (resident) \$225.65 per hour (non-resident) \$150.02 per hour (local commercial) \$225.65 per hour (non-local commercial)
City Hall Courtyard/Rotunda Refundable Cleaning Security Deposit #1031	\$900.35
City Hall Courtyard/Rotunda Fountain Alterations #1030	\$214.07
City Hall Electrician (Basic Electrical Requests) #1033	\$139.22
City Hall Trash & Recycling (includes 2 recycling & 2 regular toters) #1034	\$336.10
City Hall Courtyard/Rotunda Restroom Cleanup & Restocking Fee #1027	\$247.50
City Hall Event/Sound Monitor #1032	\$48.52 per hour
City Hall Event Alcohol Monitor #1470	\$34 per hour
City Hall Courtyard Security Guard (when restroom is open and City Hall is not) #1028	Contract

ALCOHOL SALES OR SERVICE	
Alcohol Permit (City permission letter for all City facilities, ABC Permit applied for separately) #1471	\$74 per day
Alcohol Monitor #1470	\$34 per hour
AMPLIFIED SOUND PERMITS	
Amplified Sound Permit #700	\$9.00 (non-commercial)
Sound Monitor #1469	\$32.00 per hour
EVENT INFRASTRUCTURE	
Cardboard Event Trash Boxes #1267	At Cost
Dumpster Rental #1212	\$131.43
Generator Permit (Permit required regardless if Ground Rod is used) #213, #214	\$34.00 (up to 100 kVA) \$41.00 (over 100 kVA)
Stage Permits #302 - #323	Based on total value of project
Tent Permits #82	\$123.00 (per area covered)
FOOD VENDORS	
Health Inspection Annual Permit- Food Vehicle/Cart (site-specific to one location) #598, #599	\$501 (food vehicle) \$277 (food cart)
Health Inspection - Food Vehicle Permit #657 - #659	\$833.00 (full food prep) \$554.00 (limited food prep) \$393.00 (no food prep)
Health Inspection - Food Vehicle (one-day special event permit) #598	\$501
Temporary Food Facility	
Prepackaged TFF with Samples #660	\$106.00
Prepackaged Annual Site Specific TFF with Samples #661	\$238.00
Prepackaged TFF #662	\$76.00

Prepackaged Annual Site Specific TFF #663	\$136.00
Food Preparation TFF #664	\$178.00
Food Preparation Annual Site Specific TFF #665	\$476.00
Seasonal Food Facility (<180 days) #666	\$276.00
Community Event Organizer #667	\$250.00
GENERAL	
Special Events Coordination Fee #1437	\$68.00 per hour
MISCELLANEOUS	
Valet Special Event Permit #914	\$147.27
Valet Special Event Permit Sponsor or Operator #913, #916	\$84.30 (annual sponsor permit fee) \$93.31 (annual operator permit fee)
Valet Application Processing #912	\$1,016.50
PUBLIC SAFETY REVIEW	
Fire Inspection #72	\$123 per hour, 1 hour minimum, billed in 15 minute increments thereafter
Fire Administrative Processing Fee #81	\$123 per hour, 15 minute minimum, billed in 15 minute increments thereafter
Fire Standby Officer #79	\$224.00 per hour, 4 hour minimum, billed in 15 minute increments thereafter
EMS Bike Team or Ambulance #137	\$77.00 per hour
Police Personnel	Submission of Event Inquiry Sheet & Event Plan required prior to creating cost estimate