



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL December 6, 2018 (Revised)

SUBJECT: CONSIDER APPROVAL OF THE CIVIC/SPECIAL EVENT POLICY, APPLICATION, AND FEES

ADMINISTRATIVE SUMMARY

- The estimated cost to the City of Brighton to provide base level DPW and Police personnel support, the use of vehicles and equipment, electrician services, and various supplies is over \$72,000 per year.

POLICE & DPW CIVIC EVENT TOTAL COSTS (Estimates)					
	SUPPLIES & CONTRACTOR COSTS				
			TOTAL	TOTAL	TOTAL
EVENT	TRASH BAGS	ELECTRICIAN	DPW COST	PD COST	CITY COST
Ladies Night Out - May			\$0.00	\$677.70	\$677.70
Flower Day			\$1,427.20	\$44.15	\$1,471.35
Memorial Day Parade			\$1,889.44	\$999.50	\$2,888.94
St. Pat's 5K Run			\$0.00	\$94.46	\$94.46
Optimists Fishing Derby			\$390.69	\$0.00	\$390.69
July 4th Parade & Events			\$6,427.93	\$2,397.93	\$8,825.86
Kiwanis Gazebo Concerts			\$14,386.72	\$5,212.50	\$19,599.22
Taste of Brighton	\$130.00	\$800.00	\$4,652.24	\$2,846.42	\$7,498.66
Art & Music Festival	\$130.00	\$400.00	\$5,935.14	\$3,364.68	\$9,299.82
Smokin' Jazz & BBQ Blues	\$260.00	\$2,800.00	\$6,573.70	\$6,591.69	\$13,165.39
Harvest Fest			\$1,427.20	\$44.15	\$1,471.35
Alzheimer's Walk			\$1,314.57	\$44.15	\$1,358.72
BHS Homecoming Parade			\$309.57	\$1,704.87	\$2,014.44
Veteran's Day Parade			\$940.77	\$784.99	\$1,725.76
Holiday Glow			\$1,218.92	\$91.38	\$1,310.30
Ladies Night Out - December			\$0.00	\$677.70	\$677.70
TOTAL COSTS	\$520.00	\$4,000.00	\$46,894.09	\$25,576.27	\$72,470.36

Note: Table does not reflect proposed Amphitheater Fee or Administrative Fee.

- The City Council Task Force recommended that City Council consider charging civic / special event organizers for the City's costs associated with hosting events in the downtown as a new non-millage revenue source. Costs include personnel assistance, Amphitheater usage, vehicles and equipment, miscellaneous supplies, etc.
- Following staff's research of similar Civic/Special event policies and fees in like communities in the surrounding area, the following fee schedule was developed and would be updated annually if implemented.



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Item	Cost
Amphitheater Rental Fee <ul style="list-style-type: none"> • ½ Day Rental • Daily Rental • Civic/Special Event Performance Series 	\$300 per ½ Day \$500 per day \$1,000 per 4 – ½ day days
DPW Personnel Services	\$31.36 per hour OT will be hourly cost x 1.5; DT will be hourly cost X 2
Police Department Personnel	\$44.15 per hour OT will be hourly cost x 1.5
Police Reserve Personnel	\$10.00 per hour
Vehicle / Equipment Charges	Cost
Purchased/Rented Materials/Supplies	Cost
Electrician	\$67.50 per hour
Missing/Damaged Equipment/Supplies	Cost
Administrative Fee	5%

Note: Rates based on FY 18/19

- A sample invoice is attached to this CMR.
- The Council Task Force recommended a two-year “phase-in” to the program. Organizers would pay 50% of the personnel and equipment costs, and 100% of the supplies and contractor fees, during the 2019 season and then 100% of all costs beginning in the 2020 season.
- On Page 2 of the Policy, under “Civic/Special Event Types, Item C, it states “*Other Non-Profit Events: The City may provide up to \$0.00 in City labor costs, equipment rental charges, purchased or rented materials as well as Facility rental fees to assist other Special Events operated by non-profit organizations*”. Staff found in its research that some communities will offer a base level of service to these types of events. In some cases, the base service is in a flat dollar amount; in others, it is a percentage. City Council may want to consider if a base contribution is appropriate to support community events hosted by non-profit organizations. Examples would be Civic Events such as A Taste of Brighton, Smokin’ Jazz and BBQ Blues Festival, the Optimist Fishing Derby, and others.

For example, the City of Plymouth offers \$200.00 in support, while the City of Howell currently covers 50% of event costs.

- The City attorney reviewed the policy & application in October and provided feedback. These comments were incorporated into the policy and resent in November for final review.



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RECOMMENDATION

Approval of City of Brighton Civic/Special Event Policy, Application, and Fees with a City contribution of \$ _____ or _____% for Civic/Special Events hosted by non-profit organizers.

Prepared by: Patty Thomas, Asst. to the DPW Director

Approved by: Nate Geinzer, City Manager

Attachments: Policy & Application; Sample Invoice



City of Brighton

Civic/Special Event Policy & Application

Civic/Special Event Policy

Purpose

The purpose of the Civic/Special Event Policy & Application is to promote uniform procedures to regulate and permit civic event activity at locations under the jurisdiction of the City of Brighton. The Civic Event Application is a starting point for any business, group, or individual who wishes to hold an event, parade, assemblage, festival, or similar activity within the municipal limits of Brighton.

Implementation

City staff will assist the applicant with the process.

Eligibility Requirements

The applicant or representative of any business, group, or organization that seeks a permit to conduct a civic event must be 21 years of age or older and officially designated as the spokesperson of the organizing business, group or organization.

Application Procedure

A Civic Event Application must be submitted between 8 a.m. and 4 p.m., Monday through Friday. Submitted applications are to be received at least forty-five (45) days before the actual date of the event. The City asks that those interested begin the process as early as possible in order for the proper approvals and deadlines to be met.

Civic Event Applications may be submitted in person at any City office or via e-mail at thomasp@brightoncity.org. City staff will contact groups and/or organizations to review event plans and discuss the activity. If necessary, organizers will meet with the Civic Event Committee to determine the scope of the event and what City resources and/or services may be necessary to accommodate the event. Once a request is approved, written approval will be issued to the group representative.

Reservation of Annual Events

On the Civic/Special Event Application, event organizers should note if their event is recurring by providing the future day(s), date(s), etc.

Event organizers who request their event to be held again in a future year shall receive reservation priority for that day(s), date(s), etc.



City of Brighton

Civic/Special Event Policy & Application

Civic Event Evaluation Criteria

Application approval will be considered under the following parameters:

1. Events that directly benefit business interests and the social welfare of Brighton residents
2. Demand on City resources
3. Security and public safety
4. Traffic flow

Civic/Special Event Types

- a) City Operated Events: The City will operate certain Special Events directly. The City will fund the full cost of these events.
- b) Co-Sponsored events: The City **may** co-sponsor certain events with other organizations, when the City Commission determines that the event is of general interest to the public and advances the City's public image. The City will provide financial support to these events as determined in the annual budget appropriation. These events must meet the other requirements of the Special Event Policy, and must reimburse the City for any City costs in excess of the support level authorized by the budget appropriation.
- c) Other Non-Profit Events: The City may provide up to **\$0.00** in City labor costs, equipment rental charges, purchased or rented materials as well as Facility rental fees to assist other Special Events operated by non-profit organizations. These events must meet the other requirements of the Special Event Policy, and must reimburse the City for any City costs in excess of this support level. Groups filing an application as other Non-Profit Event must be able to submit a current IRS 501 C3 Statement. (Examples Include: Farmers Market, A Taste of Brighton, Fine Arts & Acoustic Music Festival, etc.)
- d) Other For-Profit Events: The City will allow other Special Events operated by for profit organizers that are beneficial to the City and the public, subject to an additional Use Charge for the use of the public property, which is approved for each event. In addition, these events must pay 100% of all City costs related to the event. These events must meet the other requirements of the Special Event Policy, and must reimburse the City for any City costs in addition to the payment of the established rent.
- e) Political or Ballot Issue Events: The City will allow Political or Ballot Issue events providing that the political party, candidate or political organization pay 100% of all costs.



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Civic/Special Event Policy & Application

- f) Film Production: Organizations that request any location in the City of Brighton as a location for a commercial video or film production shall be required to coordinate the production with Department of Public Services. With the recommendation of the Department of Public Services, the City Manager's Office shall have the Authority to grant permission for commercial video or film production in the City and to allow use of City facilities for this purpose. All commercial video or film productions shall be required to pay the actual costs of all straight time and overtime for all City employees, equipment, and purchased or rented materials (plus a 5%). Further, there shall be a 25% administrative fee placed on the final billing for such productions. In addition, a rent shall be charged for the use of public areas such as parks and streets. The rent shall be set by the City Administration based on the overall impact of the production on the public areas being used. The minimum rental fee or site fee shall be \$250.00.

Once a Civic/Special Event is approved, the City of Brighton Civic Events Committee will work directly with the event organizer to ensure that all aspects and activities of the event will focus on emphasizing municipal community involvement and ensuring quality control in the best interest of the City, businesses, and residents. The Committee will work with businesses and/or residents to ensure permitted activities will pose a minimal disruption to what otherwise would be normal conditions. The Committee will also work closely with the organizer's representative to determine the most suitable location in order to appropriately and best manage the event and its contents.

Regulations

Groups or organizations utilizing public areas for permitted civic events shall abide by all rules, regulations, laws, and general ordinances as established by the City of Brighton, which includes respective local, county, and state agencies, as related to the sale of any item, food, or beverage product. Regulations that may pertain to the sale of items and the serving of food will be distributed to the group representative.

All signs shall conform to the description contained in the Civic Event Application (number of signs, type of signs, locations of signs, display date, etc.) **OR** as modified by City Council in its approval motion. All signs are required to be removed immediately upon completion of the event.

Depending on the activity, vehicles will be restricted to designated parking areas with the exception of set-up and breakdown of the event. Organizers will be required to provide all necessary personnel to properly direct traffic to designated parking areas.



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At no time will it be permissible for any person or group to sell or consume alcoholic beverages on public property without the expressed approval of the City of Brighton.

Violations of any term or condition of the issued permit or any law, ordinance, rule or regulation by the permittee or his/her agents may constitute grounds for revocation of the permit and closure of the event as determined by the City Manager or his designee. If warranted, additional penalties will be imposed as applicable by State Statute, City Ordinance, or the Civic/Special Event Policy.

Fees *

The following fees will be assessed for all approved Civic Event Permits:

Amphitheater Usage Fee

Event organizers will be charged an amphitheater rental fee, per the schedule below, if the area will be utilized during a civic event. The amphitheater consists of:

- A. The stage
 - 1. The covered stage is 39 feet, 10 inches wide x 11 feet, 4 inches deep
 - 2. The overall stage size is 39 feet, 10 inches wide x 19feet
 - 3. The side stage area is 7 feet x 14 feet on each side
- B. The 2,500 square foot dance floor, which can also be used for seating. The seating capacity is 120 to 150 chairs.
- C. Tiered concrete seating area – seating capacity is 115.
- D. Equipment
 - 1. 2 wireless microphones
 - 2. 2 wired microphones
 - 3. 4 microphone stands
- E. Refundable Deposit
 - 1. A \$500 refundable deposit is required.

Applicant	Rental Fee	Security Deposit (refundable)
Civic Event (1/2 Day Rental)	\$300 per ½ Day	\$500
Civic Event (1 Day Rental)	\$500 per day	\$500
Civic Event Performance Series	\$1,000 per 4 - ½ days	\$500 (per Performance)



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Personnel Assistance Fee

The event organizer shall pay the true hourly rate of all City personnel costs (straight time, overtime, and double time) incurred by DPW and Police Department staff assisting with the Civic Event. Including, but not limited to road closures, trash maintenance, event security, set up and tear down assistance, etc. The hourly rate is the hourly cost for any employee working on a Civic Event as established by the City Administration. Please note that these rates are reviewed/adjusted annually.

The City will determine what assistance is needed based on the nature of the event.

Vehicle, Equipment, and Supplies Charges

The event organizer shall pay the direct cost for all vehicles, equipment, and supplies used or provided by the City of Brighton for each Civic/Special event, plus a 5 percent administration fee. All City-owned vehicles and equipment fees will be per the State of Michigan Schedule C Equipment Rates.

Replacement Costs

Missing or damaged equipment/supplies will be billed at 100% replacement costs.

Waste Collection Services

Event organizers will be responsible to supply sufficient waste collection services for the approved event. All fees associated with waste collection services shall be the responsibility of the event organizer. Including, but not limited to paid or volunteer trash collection personnel, trash and recycling containers, trash bags, Dumpster service, etc.

Electrical Contractor Fees

Event organizers shall reimburse the City for all contracted electrician costs when the City's Main Street electrical system is used for an event.

- * 2019 Civic Event Season (January 1 – December 31, 2019) – The event organizer shall pay 50 percent of all fees incurred by their approved event, plus 100% of supplies and contractor fees.
- * 2020 Civic Event Season (January 1 – December 31, 2020) – The event organizer shall pay 100 percent of all fees incurred by their approved event, plus 100% of supplies and contractor fees.

Event Organizers who have previously hosted the same event in a prior year AND paid their bill in a timely manner will be extended the courtesy of paying all City Fees after their event is completed and billed for the current year. No deposit will be required.



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For the 2019 Civic Event Season and New events OR events that are repeated annually and did NOT pay their bill in a timely manner MUST submit a deposit equal to 75% of estimated expenses as a deposit against final payment. Deposit Fees required under this paragraph must be paid not less than 30 days prior to the scheduled event.

All events who have an outstanding balance for a previous event WILL NOT receive approval for another event until their previous bill is paid in full and they have submitted a 75% Deposit on the new event.

Fee Schedule

Item	Cost
Amphitheater Rental Fee <ul style="list-style-type: none"> • ½ Day Rental • Daily Rental • Civic/Special Event Performance Series 	\$300 per ½ Day \$500 per day \$1,000 per 4 – ½ day days
DPW Personnel Services	\$31.36 per hour OT will be hourly cost x 1.5; DT will be hourly cost X 2
Police Department Personnel	\$44.15 per hour OT will be hourly cost x 1.5; DT will be hourly cost X 2
Police Reserve Personnel	\$10.00 per hour
Vehicle / Equipment Charges	TBD
Purchased/Rented Materials/Supplies	TBD
Electrician	\$67.50 per hour_____
Missing/Damaged Equipment/Supplies	TBD
Administrative Fee	5%

Note: Rates Based on FY 18/19

Comprehensive Liability Insurance

A Certificate of Insurance naming the City of Brighton as additionally insured in an amount not less than \$1,000,000 combined single limit for bodily injury and property damage, may be required per the type of activity.



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Vendor Insurance

The event organizer is to ensure that all vendors' insurance certificates list the City of Brighton as an additionally insured. Event organizer will certify that no vendor failing to meet the above requirements shall be permitted to participate in the event.

The event organizer shall ensure that all food vendors have met all requirements of the Livingston County Health Department.

Insurance for Events Involving Alcohol

Events that include the sale or distribution of alcohol must have a Special Event Liquor Liability policy in an amount not less than \$1,000,000, naming the City of Brighton as additionally insured. This policy is in addition to the Comprehensive Liability Insurance.

Indemnification

The applicant and any other persons, business, organizations, or firms on whose behalf the application is made by filing a permit application shall represent, stipulate, contract, and agree that they will jointly and severally indemnify and hold the City of Brighton, its agents, officials (elected or appointed), and employees, harmless against liability including court costs and attorney's fees for any and all claims for damage to property or injury to or death of persons arising out of or resulting from the issuance of the permit or the conduct of the assembly or any of its participants. A copy of Disclaimers must be maintained on the location of the Civic Event for the length of the same (reference page 18).

Definitions

Festival

An organized celebration generally held on an annual basis, which is open to the public, including entertainment of many kinds, and honoring people, places or events. A festival will tend to be an all-day event and/or a multi-day event.

Event

An organized noteworthy happening, occurrence or contest designed for a definite purpose or occasion. Duration is usually up to a few hours or one day in length.

Public Open Space

City of Brighton streets, parks, public squares, and public parking lots.



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Representative

The person designated by the event organizers as the prime person responsible for the event.

Community Group

A Community Group shall mean an organization that supports a broad range of community service; Membership of the group is open and available to any city or county resident. The purpose of the group will enrich the livability of the City of Brighton community; the group is not a registered political party.

Non-Profit Organization

Any organization that is a registered not-for-profit society.

Public Agency

Any governmental agency that operates on a not-for-profit basis.

For Profit

Any company, business or organization that operates on a for-profit basis.

Event Organizer

The organization producing the event

Fees

Costs that will be charged to the event holder for City staff and contractor services.



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Civic/Special Event Policy & Application

Contact Information

To assist with the answering of specific questions and provide application assistance the following contact information is provided:

APPLICATIONS OR GENERAL INQUIRIES

The Department of Public Works
420 S. 3rd Street Brighton, MI 48116
Office hours are 8 A.M. to 4 P.M. Monday through Friday
Phone: (810) 225-8001

PARADE, PROCESSION, or ASSEMBLAGE

The closing of streets for such purposes must be planned in detail with members of the Brighton Police Department located at:
440 S. 3rd Street Brighton, MI 48116
Office hours are 8 A.M. to 4 P.M. Monday through Friday
Phone: (810) 227-2700.

Civic/Special Event Application must be filled out completely, with all required information included, in order to be considered for review.

Send your completed application to:

City of Brighton
Attn: Patty Thomas
200 N. First Street
Brighton, MI 48116

Or

thomasp@brightoncity.org



City of Brighton

Civic/Special Event Policy & Application

Civic/Special Event Application

Application Date: _____

Name of Organization: _____

Name of Applicant: _____

Address: _____

Contact Information:

Cell Phone _____ Home Phone _____

Email Address _____

Event Title: _____

Event Location: _____

Event Days/Times (Please stipulate the following information for each date of event)

Date	Day of Week	Beginning Time	Ending Time
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____



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Set up Time/Date _____ Tear down Time / Day* Rain Date (if applicable) _____

* Tear down time will be strictly enforced. It is the applicant’s responsibility to ensure the teardown of all materials with their on-site vendors, sponsors, etc. is complete by the teardown time given above.

Organization/Applicant Information

Applications for Civic Events in the City of Brighton shall NOT be approved for applicants in default to the City. Therefore, each Application for Civic Events shall be routed to the Finance Department for a determination of any defaults to the City. In the event a default to the City exists, the Application shall be disapproved by the Finance Department with the nature of the default described as the reason of the disapproval.

Tax Identification Number: _____

Brief Description of Organization’s Purpose and/or Function:

Is this organization a non-profit? Y N

If yes, attach a copy of the organizations Sales Tax Exempt Certificate.

Does your group presently have Liability Insurance? Y N

General Liability Insurance is required naming the City of Brighton as additionally insured. If food is being served, product liability must be included. Limits of liability should be no less than \$1,000,000 combined single limit for bodily injury and property damage.



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Events that include the sale or distribution of alcohol must have a special event liquor liability policy in an amount not less than \$1,000,000 naming the City of Brighton as additionally insured. This policy is in addition to the comprehensive liability insurance.

Please Provide a Description of the Proposed Civic Event (attach additional pages if necessary):

Is this event expected to occur next year? Y N

If yes, you can reserve a date for next year via this application. To reserve dates for next year, please provide the following information:

Normal Event Schedule, if applicable (e.g., third weekend in July):



City of Brighton

Civic/Special Event Policy & Application

OR

Next year's specific date(s):

Date(s)	Day(s) of Week	Date(s)	Day(s) of Week
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Proceeds from the event(s) will be used for:

If the proposed civic event is a parade or run/walk event, please list the following:

Starting Point:

Route (use the attached map or provide your own to designate the route):

Ending Point:

of Entries:



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Civic/Special Event Policy & Application

Traffic Control Plan:

If the proposed civic event is a run/walk event, will you be providing volunteers at all road crossings?
 Y N

Will volunteers be wearing shirts that identify them as volunteers as well as reflective safety vests?
 Y N

Will there be an admission fee? Y N

If yes, how much will you charge?

Do you plan to utilize vendors and/or exhibitors for sales of any kind? Y N

What is the fee charged to each vendor/exhibitor?



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Do you plan to contribute revenues received from this event to local organizations and/or community groups? Y N

If yes, please specify which organizations and/or local community groups and how much you will contribute.

Organization/Community Group

\$ Amount

What is the expected attendance for this event? _____

Do you plan to supply additional restroom facilities? Y N

of Volunteers: _____

of Staff Members: _____

How will the volunteers/staff members be identified?



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How will this event benefit the residents and/or improve the quality of life in the City of Brighton?

Electrical services required (please be as accurate as possible):

Other utilities required (please be as accurate as possible):

City facilities requested (please be as accurate as possible):



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Do you plan to utilize off-site parking facilities? Y N

If yes, please specify where the off-site parking will be located: _____

If yes, what is your plan for transportation from the parking area to the event location?

Signage Requested (please detail sign locations on the attached map and provide sign renderings):

of signs: _____

Types of signs (please attach sign renderings/images):



City of Brighton

Civic/Special Event Policy & Application

Owner(s) Affidavit

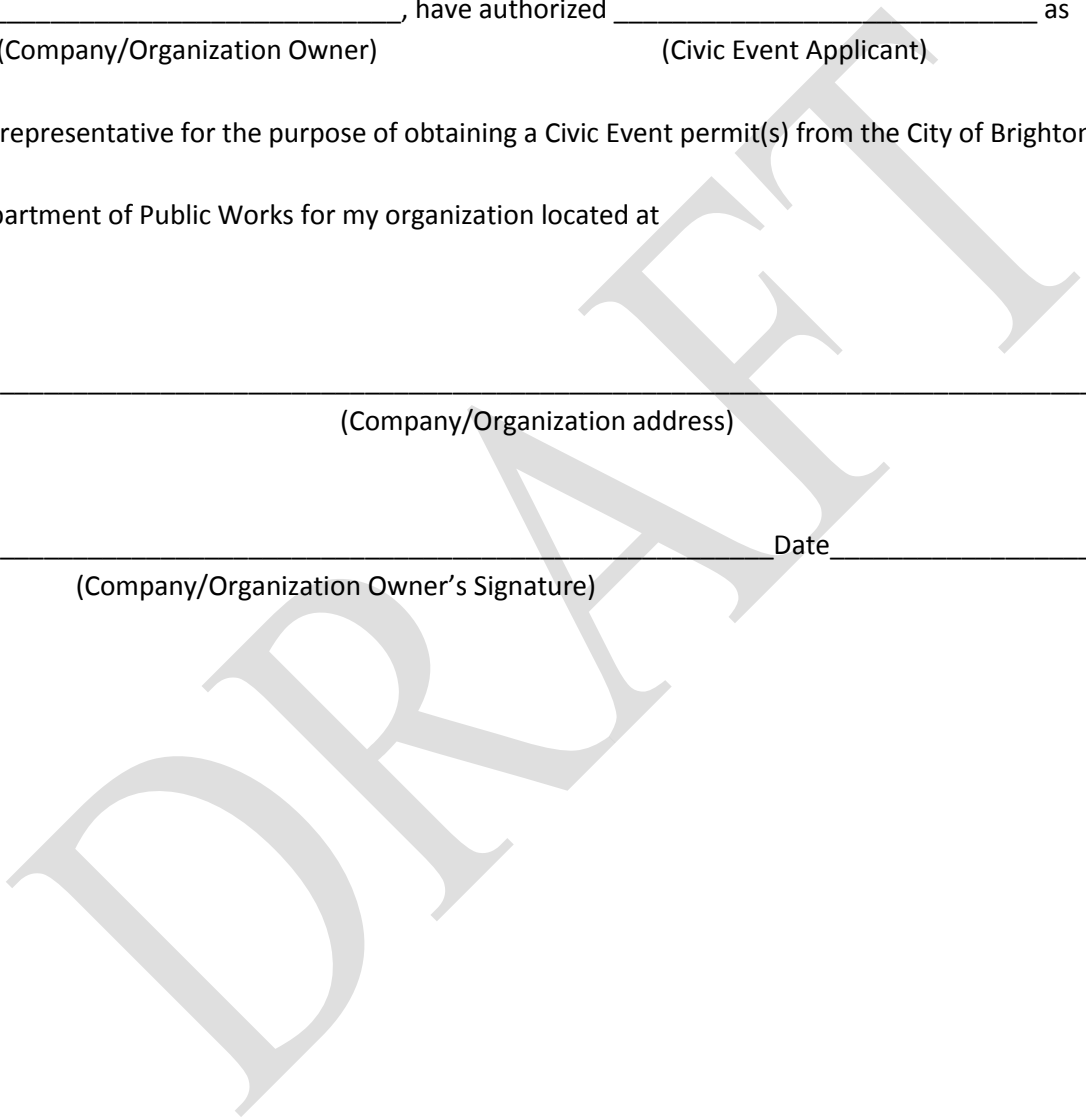
I, _____, have authorized _____ as
(Company/Organization Owner) (Civic Event Applicant)

my representative for the purpose of obtaining a Civic Event permit(s) from the City of Brighton

Department of Public Works for my organization located at

(Company/Organization address)

(Company/Organization Owner's Signature) Date _____





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Civic/Special Event Policy & Application

Indemnification Agreement

The _____ agree(s) to defend, indemnify, and hold harmless
(Company/Organization)

the City of Brighton, Michigan, from any claim, demand, suit, loss, cost of expense, or any damage that may be asserted, claimed or recovered against or from the

_____ and/or the City of Brighton, Michigan, by reason of
(Company/Organization)

any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of the City of Brighton, Michigan, or by third parties, or by the agents, servants, employees or factors of any of them.

Signature _____ Date _____

Witness _____ Date _____



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Alcohol**

Please provide a brief description of the type of alcohol to sold/served during your event:

Who will be the alcohol license holder? _____

On the attached map, detail the locations where alcohol will be sold/served during your event.

Describe in detail your alcohol management plan:

**If alcohol sales or service is approved by the City Council as part of this event, the applicant must also receive approval from the Liquor Control Commission

**If alcohol sales or service is approved, event insurance must include an additional indemnification for alcohol (see Comprehensive Liability Insurance section on Pages 6-7)



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Civic/Special Event Policy & Application

Notes

No gas-powered generators are permitted.

No open flame cookers or heaters are permitted without prior approval from the Brighton Area Fire Authority.

Any additional restroom facilities deemed necessary for this event are to be supplied by the event organizer.

Event organizer staff/volunteers/vendors are responsible for trash control.

Dependent upon the type of event, organizer may be required to provide security.

Event organizer is responsible for arranging EMS (Ambulance) at the event.

DRAFT

Civic/Special Event Invoice

Event Name: Holiday Parade
 Event Date: Summer 2019
 Permit Holder: XYZ Organization

Personnel	# of Regular Hours	Regular Hourly Rate	# of OT Hours	OT Hourly Rate	# of PD		Total Personnel Costs
					Reserve/ DPW DT Hours	PD Reserve/ DPW DT Hourly Rate	
Police	12.00	\$44.15	0.00	\$66.23	6.00	\$10.00	\$589.80
DPW		\$31.36	12.00	\$47.05	0.00	\$62.73	\$564.60
TOTAL PERSONNEL	12.00		12.00		6.00		\$1,154.40

Equipment	# of Hours	Rate	Total
Pick Up Truck	6	\$9.09	\$54.54
1 Ton Pick Up	6	\$14.32	\$85.92
Trailer	6	\$20.35	\$122.10
Gator #1	3	\$12.97	\$38.91
Gator #2		\$12.97	\$0.00
Power Washer	3	\$23.16	\$69.48
Street Sweeper		\$86.59	\$0.00
Front End Loader		\$36.77	\$0.00
Patrol Car	4	\$3.08	\$12.32
TOTAL EQUIPMENT	28		\$383.27

Miscellaneous	Unit Price	Price Per Unit	Total
Trash Bags			\$0.00
Electrician Assistance			\$0.00
Administrative Fee (5%)			\$76.88
TOTAL MISCELLANEOUS			\$76.88

TOTAL COST **\$1,614.55**

Less Amount of City Support

NET TOTAL BILLING **\$1,614.55**

SAMPLE