



Special Events and City Services

Standardized Costs &
Schedule of Fees Adjustment

Identified Concerns



- Personnel budget deficit for unreimbursed Special Event overtime in FY 23-24.
- Hourly rate under actuals for Public Safety.
- Events planned and staffed for the largest possible attendance and worst-case scenario.
- Special Event coordination staff time is not included in permit fee.

Solutions and Process Changes



Standardized costs (cost of service model)

- Fees based on the ranks of personnel who work the event and the actual overtime rates for those positions
- Fees for vehicles used at events
- Utilize a standard model of command structure for police protection at events
 - Reduce the number of personnel while maintaining an appropriate level of safety and incident response.

Fee Schedule Adjustment



Police In-Kind Special Event Fees

Rank	Current Rate/hour	Proposed Rate/hour
Police Officer	\$ 65.00	\$ 85.00
Police Sergeant/Supervisor	80.00	100.00
Police Lieutenant/Commander	95.00	115.00

Fee Schedule Adjustment



Fire and EMS Rates

Rank	Current Rate/hour	Proposed Rate/hour
Firefighter	\$ 43.00	\$ 68.00
Driver	52.00	80.00
Lieutenant	58.00	88.00
Captain	64.00	96.00
Battalion Chief	73.00	108.00
Emergency Management Program Manager	56.00	154.00
Emergency Management Specialist	N/A	90.00
Deputy Fire Marshal I	N/A	91.00
Deputy Fire Marshal II	N/A	113.00
40hr Lieutenant	N/A	125.00
40hr Captain	N/A	136.00
40hr Battalion Chief	N/A	154.00
Assistant Fire Marshal	N/A	136.00
Fire Marshal	N/A	154.00
Ambulance Standby ^{1 2}	150.00	50.00

¹ Ambulance rental is for a minimum of 4 hours.

² Rate for Ambulance Standby requires the apparatus to be staffed by a minimum one Driver and one Firefighter or higher rank based on the personnel rate table.

Fee Schedule Adjustment



Parks and Recreation Special Event Permitting Fees

Goal Range

Event Tier	Current Rate	10% Recovery	20% Recovery	30% Recovery	40% Recovery	50% Recovery	60% Recovery	100% Recovery
Tier 1 – Extra Small (HOA/Neighborhood events)	\$ 50.00	\$ 57.50	\$ 115.00	\$ 172.50	\$ 230.00	\$ 287.50	\$ 345.00	\$ 575.00
Tier 2 – Small (Single day, < 300 attendees, no alcohol on City property)	100.00	98.30	196.60	294.90	393.20	491.50	589.80	983.00
Tier 3 – Medium (Single day, 300-999 attendees, no alcohol on City property)	150.00	167.10	334.20	501.30	668.40	835.50	1,002.60	1,671.00
Tier 4 – Large (Single day, 1,000 – 4,999 attendees, sale of alcohol on City Property)	200.00	329.70	659.40	989.10	1,318.80	1,648.50	1,978.20	3,297.00
Tier 5 - Extra Large (Multi day, 5,000+ attendees, sale of alcohol, requesting Noise Variance Ordinance)	250.00	628.20	1,256.40	1,884.60	2,512.80	3,141.00	3,769.20	6,282.00

Fee Schedule Adjustment



Department Review Hours per Tier

	Tier 1	Tier 2	Tier 3	Tier 4	Tier 5
Fire/EMS	1.75	2.50	5.50	12.00	27.00
Police	0.25	0.75	2.00	4.50	17.00
Solid Waste & Recycling	0.50	1.00	2.00	3.00	4.00
Development Services (Traffic & Health)	0.25	0.75	1.50	2.00	5.00
Human Resources – Risk	0.50	0.50	0.50	0.50	0.50
Parks and Recreation - Parks	0.00	1.00	2.00	3.00	4.50
Parks and Recreation – Special Events	5.5	7.75	10.00	19.5	28.25
Environmental Services & Sustainability - Watershed	0.00	0.50	0.50	0.50	0.50
Marketing & Communications	0.00	0.00	0.00	1.00	2.00
Total	8.75	14.75	24	46	88.75

Impact on Remaining In-Kind events



This table shows the change in estimated costs for in-kind services for events that have been awarded funding, and the estimated amount to be invoiced to the event if a mid-year adjustment is approved by City Council.

Event Date	Event	Original Event Estimate	Revised Estimate with Revised Public Safety Fees	Change*	In-Kind Award	Original Estimated Invoice	New Estimated Invoice
6/19/2025	Juneteenth Celebration and Parade	\$ 31,948.57	\$ 41,052.20	\$ 9,103.63	\$ 28,650.00	\$ 3,298.57	\$ 12,402.20
7/3/2025	Kiwanis Fireworks Show	18,015.00	22,333.75	4,318.75	14,680.00	3,335.00	7,653.75
8/15/2025	North Texas Fair and Rodeo	20,994.80	23,419.80	2,425.00	19,890.00	1,104.80	3,529.80
9/9/2025	Dog Days of Denton	10,072.50	10,547.50	475.00	7,680.00	2,392.50	2,867.50
9/19/2025	Blues Festival	25,837.00	28,095.75	2,258.75	20,250.00	5,587.00	7,845.75

*does not include Special Event Permit fees

Next Steps

- City Council consideration of Schedule of Fees Adjustment.
 - Work Session June 2025
 - City Council Budget consideration September 2025
 - Effective date October 1, 2025
- Reassess the coverage level of events for the remainder of the Fiscal Year.
- Utilize the new process and fees in estimating FY 25-26 events.
- Development improved method to track in-kind service costs and billing to ensure 100% cost recovery for City staff time and materials.

Feedback and Questions

