

**RESOLUTION NO. 081213-1.**

**WHEREAS**, the Borough Council of the Borough of Gettysburg enacted on March 14, 2011 Ordinance No. 1389-11 which regulates special events conducted within the Borough of Gettysburg; and

**WHEREAS**, pursuant to section 11. of the aforesaid Ordinance No. 1389-11, the Borough Council of the Borough of Gettysburg may establish and amend from time to time by resolution reasonable fees for the issuance of special event permits; and

**WHEREAS**, by Resolution No. 030810-1, adopted on March 8, 2010, the Borough Council of the Borough of Gettysburg established a fee for an assemblage permit to be issued for parades in the amount of \$1,000.00; and

**WHEREAS**, by Resolution No. 031411-1, adopted on March 14, 2011, the Borough Council of the Borough of Gettysburg established fees for permits issued for special events held within the Borough to include a fee of One Thousand (\$1,000.00) Dollars for the issuance of a special events permit for a parade; and

**WHEREAS**, the Borough Council of the Borough of Gettysburg desires to amend the amount of the fee for the issuance of a special events permit for a parade in order to eliminate the previously set fee in the amount of One Thousand (\$1,000.00) Dollars so that an additional permit fee for a special events permit for a parade will be calculated using a formula based on hourly labor burden rates for Borough employees consistent with the manner in which such additional permit fees are calculated for the issuance of all other special events permits; and

**WHEREAS**, the Borough Council of the Borough of Gettysburg desires to adopt a resolution establishing, setting, confirming and amending fees for permits issued for special events, to include parades, held within the Borough.

**WHEREFORE, BE IT RESOLVED**, that the Borough Council of the Borough of Gettysburg does hereby adopt the following fees for permits issued for special events held within the Borough:

1. **Application Fee:** An applicant shall pay an application fee to the Borough in the amount of Thirty (\$30.00) Dollars, which fee reflects the administrative costs to the Borough relative to processing of the application and the issuance of the special event permit.

2. **Additional Permit Fee Based on Hourly Rate with Twenty (20%) Percent Deposit:** An additional fee for the issuance of a special events permit shall be calculated for each special event (including but not limited to a parade) requiring Borough public services using a formula based on current hourly labor burden rates for Borough employees (police officers,

police administration and support staff, public works administration, support staff and employees, Borough administration and support staff) depending on the level of public services necessary to facilitate the special event. The extent of such Borough public services will be based on information provided by the applicant relative to the number of event participants, anticipated public attendance, and any special circumstances and will be determined by Borough personnel in consultation with the applicant prior to the special event. A listing of the Borough's current labor burden rates is attached to this resolution as Exhibit "A." A copy of the listing reflecting the Borough's current labor burden rates will be included with the application materials for the special events permits. Such labor burden rates shall be updated from time to time as necessary in order to reflect changes in Borough personnel costs. The additional permit fee for special events shall be based on the estimated expenses incurred by the Borough for extra public services required to facilitate the special event. At the time of issuance of the special events permit, the applicant shall deposit with the Borough an additional amount which deposit shall be equal to twenty (20%) percent of the estimated fee calculated pursuant to this provision.

3. **Payment/Refund of Additional Fee:** Where the Borough's actual expenses and costs incurred for the provision of public services during the special event shall exceed the additional fee paid by the applicant and twenty (20%) percent deposit pursuant to paragraph 2. above, the applicant shall reimburse the Borough for its actual expenses and costs for the provision of public services during the special event. Where the Borough's actual expenses and costs for the provision of public services during the special event shall be less than the additional fee and deposit paid by the applicant pursuant to paragraph 2. above, the Borough shall reimburse the applicant for the amount of the additional fee and deposit paid by the applicant in excess of the actual expenses and costs incurred by the Borough for the provision of public services during the special event. The Borough shall within fifteen (15) business days of the conduct of the special event issue an invoice or statement reflecting the Borough's expenses and costs incurred in the provision of public services during the special event which invoice or statement shall set forth either the additional sum due and owing the Borough hereunder or the amount of the refund due to the applicant as the case may be. In the case of a refund to the applicant, such refund will be included with the statement issued by the Borough to the applicant. In the case of a reimbursement of the Borough by the applicant, such reimbursement payment will be paid to the Borough by the applicant within fifteen (15) days of receipt of the invoice by the applicant.

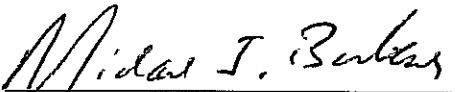
4. **Mitigation of Expenses:** Event sponsors desiring to provide required special services from a source other than from the Borough must obtain prior approval from the Borough to ensure that such arrangements will be adequate.

5. **Repealer:** Resolution No. 030810-1 and Resolution No. 031411-1, having been superseded by the within resolution are hereby repealed. All other resolutions or parts of resolutions inconsistent herewith are hereby repealed.

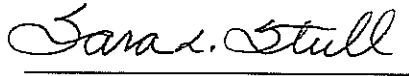
6. **Amendment:** The provisions of this Resolution may be amended from time to time according to law by a resolution duly adopted by the Borough Council of the Borough of Gettysburg and approved by the Mayor of the Borough of Gettysburg.

**THIS RESOLUTION DULY ADOPTED** according to law on this 12<sup>th</sup> day of August, 2013 at a regular meeting of the Borough Council of the Borough of Gettysburg.


**BOROUGH OF GETTYSBURG**

By:   
Michael J. Birkner, President

Attest:

  
Sara L. Stull, Secretary

**APPROVED** this 12<sup>th</sup> day of August, 2013.

  
William E. Troxell, Mayor

## 2013 LABOR BURDEN RATES

<u>Category</u>	<u>Average Hourly Rate</u>
Police Officer	\$42.94
Police Administration	\$52.53
Police Support Staff	\$29.18
Public Works Administration	\$48.94
Public Works Support Staff	\$35.62
Public Works Employee	\$38.39
Borough Administration	\$46.12
Borough Support Staff	\$24.19

Exhibit "A"