

Exhibit A

City of Medina Fee Schedule

Effective January 1, 2024

Administration

| Service | Charge |
|---|---|
| Address Labels | \$50.00 |
| Address List | \$25.00 |
| Administrative Appeal | \$250.00 |
| Affidavit of Filing | \$15.00 |
| Audit Book copy | \$50.00 |
| City Code Book | Cost + 10% |
| Copies – single or double sided (B&W) | \$0.25 per page (\$5.00 minimum) |
| Copies or pictures – color 8 ½ x 11 | \$.50 per page (\$5.00 minimum) |
| Credit Card Payments | Credit Card fees apply; + \$0.50 if less than \$100.00 (excluding utility and HCB payments) |
| Delinquent Charges Assessed | 10% administrative fee |
| DVD/Flash Drive/CD | \$35.00 per DVD/Flash Drive \$20 per CD |
| Mailing costs of copies/reports | At cost |
| New resident listing | \$20.00 |
| Peddler, Solicitor, Transient Merchant Permit Application Fee | \$150 up to \$200 if extensive background check is needed |
| Photographs | \$20.00 + cost of photo |
| Non-Sufficient Funds | \$40.00 |
| Notary | No Charge |
| Special Assessment search | \$25.00 |
| Special Council Meeting request | \$250.00 |
| Special Event Permit Fee | \$25.00 |
| Tax Increment Financing application (minimum) | \$1,500 (deposit) + c.a.c |
| Tobacco License (annual) | \$150.00 |

German Liberal Cemetery

| Service | Charge |
|--|------------|
| Gravesite Purchase | \$1,500.00 |
| Gravesite Transfer | \$15.00 |
| Interment (Open/Close) for Casket (Includes locate & marker) | \$1,010 |
| Interment (Open/Close) for Cremation or infant Cherub | \$410 |
| Disinterment (Open/Close) for Casket | \$900.00 |
| Disinterment (Open/Close) for Cremation or infant Cherub | \$300 |
| Marker Removal | \$100 |

Park and Recreation

| Service | Charge |
|---|---------------|
| Independence Beach Parking or Watercraft Rack Storage Permit (residents only) | No Charge |
| Ball Field and Court Use | See Exhibit C |
| Hamel Community Building | See Exhibit B |

Liquor

| Service | Charge |
|---|-------------|
| 3.2 Malt Liquor-off sale | \$50.00 |
| 3.2 Malt Liquor-on sale | \$100.00 |
| Consumption & Display License | \$200.00 |
| Liquor License Renewal Background Check Fee | \$90 |
| Liquor License Investigation (in-state maximum) | \$500.00 |
| Liquor License Investigation (out-of-state maximum) | \$10,000.00 |
| Off-sale | \$150.00 |
| On-sale Class A: >20,000 sq. ft. | \$7,500.00 |
| On-sale Class B: 12,000 – 20,000 sq. ft. | \$6,500.00 |
| On-sale Class C: 6,000 – 12,000 sq. ft. | \$5,500.00 |
| On-sale Class D: < 6,000 sq. ft. | \$4,500.00 |
| On-sale Sunday | \$200.00 |
| Public Dance | \$100.00 |
| 3.2 Malt Liquor one day set up | \$25.00 |
| Temporary on-sale application fee | \$25.00 |
| Wine License | \$2,000.00 |
| On-sale Brewer Taproom License | \$500.00 |
| Off-sale Small Brewer License | \$150.00 |
| Microdistillery Cocktail Room License | \$500.00 |

Fire

| Service | Charge | Number of alarms within one calendar year |
|--|------------------|---|
| Fire False Alarm (first) | No Charge | |
| Fire False Alarm (second) | \$150.00 | |
| Fire False Alarm (third) | \$200.00 | |
| Fire False Alarm (fourth and thereafter) | \$250.00 | |
| Post Fire Inspection | \$40.00 + c.a.c. | |

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Effective January 1, 2024

Police

| Service | Charge |
|---|---|
| Accident/Police Report | \$.25/page (\$5.00 minimum) |
| Burning Permit (non-resident) | \$20.00 |
| Burning Permit (resident) | No Charge |
| Dog Impounds | \$25.00 at Police office or \$22/day Oak Ridge Kennels |
| Reserve Officer at event/per hour | \$30.00 |
| Event Security (per officer/per hour) | \$125.00 and \$150.00 on Holidays (3-hour min.) |
| Civil Court Request | \$150/hr. (3-hour min.) |
| Fingerprinting | Resident & Employees: No charge Non-residents: \$50.00 up to 3 cards, \$5.00 each additional card. |
| Criminal Suspense Files Non-Medina Case | \$20.00 |
| Fireworks Permit | \$50.00 |
| Gambling Investigation Fee (annual) | \$50.00 |
| Gambling Application for Exempt Permit | \$10.00 |
| Gun Club license (annual) | \$50.00 |
| Hunting Permit (non-resident) | \$25.00 |
| Hunting Permit (resident) | \$15.00 |
| Kennel License (City Council Review) | \$300 (deposit) + c.a.c. |
| Kennel License (Administrative Review) | \$100.00 |
| Kennel License (Waiver) | \$300 (deposit) + c.a.c. |
| Letter of Conduct | \$15.00 |
| Police False Alarm (first) | No Charge |
| Police False Alarm (second) | \$25.00 |
| Police False Alarm (third) | \$50.00 |
| Police False Alarm (fourth) | \$75.00 |
| Police False Alarm (fifth and thereafter) | \$150.00 |
| Vehicle Impound/Storage | \$10.00/day + towing fees |
| No Parking Sign Deposit | \$5.00 per sign. Deposit returned when signs are returned. |

Public Works

| Service | Charge |
|---|--|
| Curb stop repair | \$250.00 (deposit) + c.a.c. |
| Driveway Permit | New/Expansion \$100.00 (no fee if in connection with building permit fee >\$1000) Reconstruction (no expansion) - \$50.00 |
| Driveway Waiver | \$500.00 |
| Frozen/damaged meter repair | \$100.00 |
| Non-Compliance (meter replacement) | \$40.00/mo. |
| Annual ROW Registration Fee | \$100.00 per year |
| Noxious Weed / Mowing | \$150 per hour |
| ROW Permit | \$100.00 |
| Small Wireless Facility Rent | \$150 Annual + \$25 Maintenance |
| Small Wireless Electrical | \$73 per node (less than or equal to 100 watts), \$182 per node (>100 watts), or actual cost |
| Sanitary Sewer Prohibited Connection Fee - Residential | \$100 per month |
| Surcharge – noncompliance w/ stormwater prohibition from sanitary sewer | \$100.00 per month |
| Sanitary Sewer Prohibited Connection Fee – Comm/Industrial | \$100 + \$20 per 1,000 gallons per month |
| Water disconnect/reconnect trip fee | \$65.00 |
| Unpermitted Hydrant Water Usage | \$500 (first) \$750 (second) \$1,000 (third) |
| Radio Transmitter | \$188 |
| Water meter iPearl (1”) + radio transmitter & meter horn | \$697 |
| Water meter iPearl (3/4”) + radio transmitter & meter horn | \$546 |
| All other meters | (at cost) |

Trunk Connection Rates per living unit for residential; and, equivalent for commercial as determined by the Metropolitan Council SAC, except as may be amended by City policy. City may adjust number of units determined by Metropolitan Council if it deems it appropriate based on information provided.

| Service | Charge |
|-------------------------------------|--------------------------------|
| Hamel Urban Service Area-Sewer | \$860 |
| Willow Lift Station Area | \$1,555 |
| Hamel Urban Service Area-Water | \$7,575.00 |
| Independence Beach Area-Sewer | \$860 |
| Independence Beach Area-Water | \$4,410.00 |
| Medina Morningside Area-Sewer | \$860 |
| Medina Morningside Area-Water | \$4,410.00 |
| Sewer Availability Charge (SAC) Fee | As set by Metropolitan Council |
| Maple Plain Service Area-Water | Per Maple Plain Fee Schedule |

Exhibit A

City of Medina Fee Schedule

Effective January 1, 2024

Sewer and Water Rates - All rates monthly.

(MM=Medina Morningside, IB=Independence Beach).

| Service | Charge |
|---|--------------------------|
| Sewer (residential) minimum | \$23.19 per month |
| Sewer (residential) per 1,000 gallons of water usage | \$5.80 |
| Sewer (commercial) minimum | \$23.19 per month |
| Sewer (commercial) per 1,000 gallons of water usage | \$5.80 |
| Sewer only (residential) (based on 6,000 gallons per month) | \$34.79 per month |
| MM & IB Water (residential) (base charge) | \$13.51 per month |
| MM & IB Water (residential) 0-4,000 gallons | \$2.99 per 1,000 gallons |
| MM & IB Water (residential) 5,000-6,000 gallons | \$3.38 per 1,000 gallons |
| MM & IB Water (residential) 7,000-10,000 gallons | \$4.50 per 1,000 gallons |
| MM & IB Water (residential) 11,000-23,000 gallons | \$4.87 per 1,000 gallons |
| MM & IB Water (residential) 24,000 and up gallons | \$6.02 per 1,000 gallons |
| MM & IB Water (irrigation) 0-13,000 gallons | \$4.87 per 1,000 gallons |
| MM & IB Water (irrigation) 14,000 and up gallons | \$6.02 per 1,000 gallons |
| MM & IB Water (commercial) (base charge) | \$13.51 per month |
| MM & IB Water (commercial) water usage under 10,000 gallons per month | \$4.50 per 1,000 gallons |
| MM & IB Water (commercial) water usage over 10,000 gallons per month | \$6.02 per 1,000 gallons |

Storm Water Utility Fees

| Service | Charge |
|--------------------------------|---|
| Storm Water Utility Annual Fee | \$38.70 per Residential Equivalency Factor (REF) + Annual Watershed Due established by specific Watershed |
| Storm Water Appeal | \$250.00 |

Sewer and Water Rates - All rates monthly.

| Service | Charge |
|---|---|
| Hamel Water (residential) (base charge) | \$18.79 per month |
| Hamel Water (residential) 0-4,000 gallons | \$3.38 per 1,000 gallons |
| Hamel Water (residential) 5,000-6,000 gallons | \$4.13 per 1,000 gallons |
| Hamel Water (residential) 7,000-10,000 gallons | \$5.63 per 1,000 gallons |
| Hamel Water (residential) 11,000-23,000 gallons | \$6.64 per 1,000 gallons |
| Hamel Water (residential) 24,000 and up gallons | \$7.51 per 1,000 gallons |
| Hamel Water (irrigation) 0-13,000 gallons | \$6.78 per 1,000 gallons |
| Hamel Water (irrigation) 14,000 and up gallons | \$7.51 per 1,000 gallons |
| Hamel Water (commercial) (base charge) | \$18.79 per month |
| Hamel Water (commercial) water usage 0 – 9,000 gallons per month | \$5.63 per 1,000 gallons |
| Hamel Water (commercial) water usage 10,000 + gallons per month | \$7.51 per 1,000 gallons |
| Penalty for unpaid utility bills | 10% per month on unpaid balance (penalty not interest) |
| City of Maple Plain Water Service | Rate established by City of Maple Plain + 10% Medina administrative fee |
| City of Orono Water Service | Rate established by City of Orono + 10% Medina administrative fee |
| City of Plymouth Sewer Service | Rate established by City of Plymouth + 10% Medina administrative fee |
| The Enclave at Medina Raw Water Usage for the first 2,000,000 gallons per month | \$3.25 per 1,000 gallons |
| The Enclave at Medina Raw Water Usage above 2,000,000 gallons per month | \$3.81 per 1,000 gallons |
| Dominium (per unit) 0-13,000 gallons | \$3.25 per 1,000 gallons |
| Dominium (per unit) 14,000 and up gallons | \$3.81 per 1,000 gallons |
| Tanker Fill | \$75.00 + Hamel commercial water rates |

Exhibit A

City of Medina Fee Schedule

Effective January 1, 2024

Building Inspection Related

| Service | Charge |
|--|---|
| Building Permits | Based on valuation – 1994 Building Fee Schedule, except \$50 flat fee if valuation <\$1500 |
| Building Plan Review | 65% of building permits |
| Investigation fee (for work began without permit) | 100% of Building Permit Fee |
| Demolition (minimum) | \$100.00 per structure (residential) + surcharge \$200.00 per structure (non-residential) + state surcharge |
| Fence | <7 feet (no Permit); >=7feet+ = based on valuation – 1994 building fee schedule (location verification) |
| Building – fireplace | \$75.00 per fireplace + state surcharge |
| Re-side – residential | \$100.00 per structure + state surcharge |
| Re-roof – residential | \$100.00 (\$165 for wood shingles/shakes) per structure + state surcharge |
| Occupancy Financial Guarantee (ex: occupy home prior to approval of final grade; other similar) | \$10,000 escrow or \$20,000 escrow if septic system is not completed |
| Window, patio door, and front door replacement (existing openings) | \$50.00 (1 window); \$100.00 (2+ windows) + state surcharge |
| Windows and doors (changing opening) | Based on valuation – 1994 Building Fee Schedule |
| Grading, Plan Review (engineer review of submitted plans and building permits) | \$250.00 (grading plan review fee is reduced in cases where combined building plan review and grading plan review otherwise would exceed \$650) |
| Grading Permit (grading permit fee for disturbance less than 1000 cubic yards is reduced in cases where combined building permit and grading permit would otherwise exceed \$1000) | < 50 cubic yards = \$50.00 51-100 cubic yards = \$75.00 101-1000 cubic yards = \$200.00 1,001+ cubic yards = \$200+\$25 per each additional 100 yds. (max. \$750.00) + financial |

| | |
|--|---|
| | guarantee of 150% of cost; Violations = c.a.c. |
| Hardcover Surface/shed<200 s.f. (optional permit) | \$50.00 |
| Mechanical (residential) | \$75.00 per piece + state surcharge |
| Moving Structure on public street | \$100.00 + c.a.c. |
| Plumbing (residential) | \$50.00 (1-5 fixtures); \$10.00 each additional + state surcharge |
| Septic (new – Types 1-3) | \$250.00 + \$100 site visit |
| Septic (new – Type 4) | \$935 |
| Septic Repair (drainage fields) | \$125.00 |
| Septic or Holding tank only (ex: floor drains): Connect to existing system | \$100.00 |
| Septic system abandonment | \$100.00 |
| Septic Violation Inspection | \$250.00 + c.a.c. |
| Sewer Hook-up | \$100.00 |
| Signs (temporary/portable) | \$50.00 |
| Sign face replacement-wall or pylon | \$50.00 |
| New monument/pylon sign | State fee schedule |
| New wall sign/lighting change | \$100.00 |
| Storm water Pollution Prevention Program Review | \$200.00 |
| Underground Tank Removal | \$100.00 |
| Tree Preservation Plan Review | \$50.00 (no fee if part of grading or building permit) |
| Water Hook-up | \$100.00 |
| Water Heater – residential | \$50.00 + state surcharge |
| Temporary Structures – res | \$100.00 + state surcharge |
| Temporary Structures - comm | \$200.00 + state surcharge |

Planning and Zoning

| Service | Charge |
|---|---|
| Agriculture Preserve Application | \$50.00 + c.a.c. |
| Agriculture Preserve Expiration | \$50.00 + c.a.c. |
| Appeal Administrative Decision | \$500 (deposit); c.a.c. not to exceed \$500 |
| Alternative Upland Buffer Request or Appeal of Wetland Conservation Act Staff Decision, Correction Notice or Classification | \$500 (deposit) + c.a.c. |
| Appeal of Wetland Corrections Notice | \$500.00 (deposit) + c.a.c. |
| Appeal of Open Space Composite Map and/or reference data | \$500.00 (deposit) + c.a.c. |

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| | |
|---|--|
| Cartway Easement | \$20,000.00 (deposit) + c.a.c. |
| Chicken Coop Review | \$50.00 |
| Comprehensive Plan Amendment | \$2,000.00 (deposit) + c.a.c. |
| Comprehensive Plan Copy | \$100.00 |
| Concept Plan Review | \$1,000.00 |
| Conditional Use Permit application (commercial, minimum) | \$2,000.00 (deposit) + c.a.c. |
| Conditional Use Permit application (Telecommunications Tower, minimum) | \$2,000 (deposit) + c.a.c. |
| Conditional Use Permit application (residential, minimum) | \$1,000 (deposit) + c.a.c. |
| Conditional Use Permit Annual Review | \$100.00 residential; \$200.00 commercial |
| Conservation Design collaborative goal setting process | \$1,000.00 |
| Development Improvement Financial Guarantee (i.e. Letter of Credit or Cash) | 150% amount of estimated improvements |
| Environmental Review (e.g. EAW, EIS) | \$10,000.00 (deposit) + c.a.c. |
| Interim Use Permit | \$2,000.00 (deposit) + c.a.c. |
| Lot Combination or Rearrangement | \$1,000.00 (deposit) + c.a.c. |
| Lot Combination of Substandard Lots | \$200 + cost of title documentation |
| Maps | 11x17 = \$1; others = c.a.c. |
| Park Dedication Fee (see city code) | Residential = 8% of land value but no < \$3,500/unit or >\$8,000/unit; Commercial = 8% of land value |
| Planned Unit Development Concept | \$2,000.00 (deposit) + c.a.c. |
| Planned Unit Development General Plan | \$10,000.00 (deposit) + c.a.c. |
| Planned Unit Development Final Plan | \$2,000.00 (deposit) + c.a.c. |
| Rezoning Application (minimum) | \$1,000.00 (deposit) + c.a.c. |
| Site Plan Review "Administrative" | \$1,000.00 deposit + c.a.c. |
| Site Plan Review | \$5,000.00 (deposit) + c.a.c. |
| Subdivision Application (minimum) (2-5 lots) | \$5,000.00 (deposit) + c.a.c. |
| Subdivision Application (>5 lots) | \$10,000 (deposit) + c.a.c. |

| | |
|--|--|
| Temporary Outdoor Sales Event | \$50.00 |
| Upland Buffer Vegetation Review/Inspection/Guarantee | 150% financial guarantee |
| Upland buffer sign | \$12.00 |
| Replacement Tree Planting - Contribution In-Lieu | \$100 per caliper inch |
| Vacation | \$2,000.00 (deposit) + c.a.c. |
| Variance Application (minimum) | \$1000.00 (deposit) + c.a.c. for residential; \$2,000.00 (deposit) + c.a.c. for commercial |
| Wetland Delineation Review | \$600.00 |
| Wetland Field Estimate (flagging) | \$300.00 |
| Wetland Exemption Decision/No Loss | \$300.00 |
| Wetland Replacement Plan | \$1,000 (deposit) + c.a.c. |
| Zoning Letter | \$50.00 |

Staff Consultant Fees – Staff and consultant time spent on planning applications (or defined as other c.a.c.) will be charged to applicant.

| Service | Charge |
|-------------------------------------|--|
| City Attorney | Up to \$290 per hour, per rate schedule |
| City Engineer | Up to \$205 per hour, per rate schedule |
| Survey Crew | Up to \$214 per hour, per rate schedule |
| Prosecuting Attorney | Up to \$148.10 per hour, per rate schedule |
| Planning Consultants | Up to \$160 per hour, per rate schedule |
| Tree Inspector | Up to \$90 per hour |
| City Staff - Professional | \$90 per hour |
| City Staff – Public Works | \$70 per hour + time & half for over time |
| City Staff – Field Inspector | \$90 per hour + time & half for over time |
| City Staff – Administrative Support | \$70 per hour + time & half for over time |

Exhibit A

City of Medina Fee Schedule

Effective January 1, 2024

*c.a.c. = city accrued costs

*Deposits for land use and other applications must include the fee established by this fee schedule ordinance and any unpaid fees from the previous application involving essentially the same property by the same or similar applicant.

*Deposits for land use applications that require more than two requests or large in scale shall be determined by the City Administrator.

*Deposits will be returned for land use projects paid in full after final approval, deposits for wetland and grading permits will be returned upon acceptance of work if bills are paid in full.

*Escrow for building certificate will be returned upon acceptance of project.

*Land use applications are processed by planning, building, finance, engineering and legal departments and all costs associated with the review shall be billed to the applicant.

Exhibit B

Hamel Community Building Fee Schedule

January 1, 2024

| Group | Time Period | Rental Rate |
|---|--------------------|--------------------|
| Monday to Thursday | All Day | \$325 |
| Monday to Thursday | < 4 Hours | \$200 |
| Friday | All Day | \$500 |
| Saturday or Sunday | All Day | \$650 |
| Alcohol Usage* | All Day | \$100 |
| Facility walk-through required: First one is free, if you miss appointment or need another one, each additional walk-through: | Scheduled | \$25 |
| Appointment with vendor to view facility prior to event | Scheduled | \$25 |
| Change of Event Date | | \$25 |
| Sales Tax Included in all fees. Kitchen Service Area and Outdoor Shelter use included in all fees. | | |
| * in addition to base fee | | |

| Community Building Security Deposit ○ | Time Period | Security Deposit Rate |
|--|--------------------|------------------------------|
| City Approved Medina Civic Groups - Any Day | Anytime | \$100 |
| Monday to Thursday | Anytime | \$250 |
| Friday, Saturday or Sunday | Anytime | \$500 |
| Any Day w/ Alcohol or Dance | Anytime | \$500 |
| ○ This fee is to cover any damage to the facility or extra clean-up. | | |

| Community Building Cancellation Policy ○ | | Cancellation Fee |
|---|--|-------------------------|
| Anytime Prior to 3 Weeks of Event | | \$25 |
| Within Three Weeks of Event | | Rental Fee |
| ○ If rental fee is unpaid, the amount of rental fee will be deducted from security deposit. | | |

Exhibit C

Field and Court Reservation Fee Schedule

Effective January 1, 2024

Field Usage Fee Table

Field fees are based on a 2.5-hour time slot. If additional time is needed, the fee will increase \$25 per additional hour.

| Facility | Practice Fee | Game Fee | Tournament Fee |
|-----------------|---|-----------------|------------------------------------|
| Baseball Field* | \$25.00 | \$50.00 | Calculated on a case by case basis |
| Open Field | \$25.00 | \$50.00 | Calculated on a case by case basis |
| Light Fee: | \$15 / field / hour – this fee will be required if lights are requested & available | | |

**Renter is expected to drag the field on day of reservation, chalk for their own games, and prepare field for playing condition in the event of rain. These fees cover the city's cost to reserve the field and help pay for annual maintenance and capital expenses to keep these facilities in playing condition.*

Field Usage Security Deposit

\$500.00 Security Deposit for field reservations pertaining to games and/or practices per every Field Reservation Application submitted.

\$800.00 Security Deposit for field reservations pertaining to tournaments per every Field Reservation Application submitted.

Tennis Court Fee Rental & Deposits

The tennis courts are available free of charge to residents on a first come, first serve basis. Organized recreational groups may reserve the tennis courts with advanced approval, based on availability, for the following fee:

Court Rental - \$20 per court per hour*

Court Deposit - \$150 Security Deposit

*This fee may be negotiated through a separate group rental agreement, which must be approved by the Medina City Council.

Key Deposit

A \$25 key deposit is required for issued keys to any building reservation on the facilities.

Keys must be returned by 4:30 p.m. of next business day after rental.

Rental Fees for Amenities

Field House Bathroom Fee

\$80 per day to reserve both men's and women's bathrooms – Monday through Friday

\$150 per day to reserve both men's and women's bathrooms – Saturday and Sunday

Portable Toilets

The City of Medina will determine if Additional Toilets or Special Cleaning needs to be scheduled on the day or days that the fields are reserved.

Portable Toilet Fees:

\$60 Additional Units (per unit); \$200 ADA Toilet; \$35 Special Cleaning (per unit)

Exhibit C

Field and Court Reservation Fee Schedule

Effective January 1, 2024

RESERVATION FEE AND DEPOSIT POLICY

Recreation Field Reservation fees

Recreation field reservation fees are the fees required for the direct usage of the fields. This fee includes the field usage fee as well as any fees associated with the requested/required rental of amenities. All fees will be required by the City upon submission of the reservation application.

Refunds of Reservation Fees

Refunds for all recreation field reservation fees are processed on an individual basis with regards to the conditions of the cancellation. All cancellation notices and requests for rescheduling must be submitted in writing. Any cancellations that occur upon the day of the event, the City must receive the cancellation notice by the next business day.

- *REFUND FOR CANCELLATIONS DUE TO WEATHER CONDITIONS.* All cancellations that are due to weather conditions must be verified by the City staff prior to refund. A percent of the recreation field reservation fees may be remitted to the City according to the percent of field used if event is interrupted due to weather conditions and is not rescheduled.
- *NO FEE REFUNDS.* Recreation field reservation fee refunds will not be given for cancelled game/practice reservations that are not related to weather conditions less than fourteen (14) days before the event.
- *NO FEE REFUNDS.* Recreation field reservation fee refund will not be given for cancelled tournament reservations that are not related to weather conditions less than thirty (30) days before the event.

Recreation Field Reservation Security Deposit

Recreation Field Reservation Security Deposit is required to secure the performance of the field usage and any administration fees connected to cancellations or rescheduling. A security deposit will be required by the City upon submission of the reservation application.

Refunds of Security Deposit

The applicant; having fulfilled the obligations under the field reservation application, City Code Chapter 515, and an after post-event inspection by the Public Works Department, will have their Security Deposit refunded.

- A full security deposit will be remitted to the applicant upon having left no financial obligation to the City and having caused no damage beyond ordinary wear and tear.
- A percent of the security deposit will be remitted to the City pending:
 - 1) any financial obligation to the City,
 - 2) the percent of damages to the facilities beyond the ordinary wear and tear.