

Resolution No 4 - 2024

Administrative Fees

Appendix A

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		AMOUNT
CATS Bus	Per Ride	\$2.00
CATS Bus - Senior	Per Ride	\$1.50
RETURN CHECK FEE	per check	\$30.00
BUSINESS LICENSE TYPE		
Non-Resident Business License	Weekly	\$50.00
	Monthly	\$150.00
	Annually	\$250.00
Auctioneer	Annually	\$50.00
Carnival, Circus, Amusement Show, Exhibition	First Performance	\$50.00
	Each Performance Thereafter	\$25.00
Solid Waste Hauler	Annually	\$300.00
Solid waste haulers shall pay an annual fee of \$300.00, provide proof of liability insurance in the amount of One Million Dollars (\$1,000,000.00) and post a One Hundred Thousand Dollar (\$100,000.00) performance bond. These provisions do not apply to organizations who receive a majority of their income from city recycling services.		
Pawn Broker	Annually	\$250.00
Peddler Permit	Weekly	\$50.00
	Monthly	\$150.00
	Annually	\$250.00
	One Time Annual Application Fee	\$30.00
	Annual Background Investigation Fee	Actual Cost
Second Hand Dealer	Annually	\$25.00
Security Alarm Operator	Annually	\$25.00
Security Officer	Annually	\$50.00
	Annual Background Investigation Fee	Actual Cost
Security Patrol Officer	Annually	\$50.00
	Annual Background Investigation Fee	Actual Cost
Taxi Cab Operator	Annually	\$25.00
	Each Additional Vehicle Annually	\$10.00
Taxi Cab Driver	Annually	\$25.00
	Finger Print Card (to WY DCI)	\$15.00
Gaming License	Annually	\$100.00
	Advertisement fee paid by applicant	
LIQUOR LICENSES		
Retail	Initial	\$1,000.00
Retail	Annual Renewal	\$1,500.00
Limited (Club)	Annual	\$500.00
Resort Retail	Annual	\$3,000.00
Restaurant	Annual	\$1,500.00
Any License - Transfer of Ownership &/or Location	Initial	\$100.00
Micro Brewery	Annual	\$500.00
Winery	Annual	\$500.00
Motel/Hotel Mini Bar	Annual	1/2 of Original License
Additional Dispensing Room	Annual	2/3 of Original License
Bar & Grill	Initial	\$5,000.00
	Annual Renewal	\$2,000.00
Malt Beverage Permit	Daily	\$25.00
Catering Permit	Daily	\$25.00
Opening Container Permit	Daily	\$25.00
Special Event Application / Street Closure	Per	\$25.00
ADMINISTRATIVE FEES		
Public Document Research	First Page	\$10.00
	Every Page Thereafter	\$1.00
Recording Fees	First Page	Actual Fee
	Every Page Thereafter	Actual Fee
Public Document Copies (Black & White or Color)	Each Page 8 1/2 x 11	\$0.75
	Each Page 11 x 17	\$1.00
GIS Office Copies (Black & White or Color)	Each Page 18 x 24 Plat	\$7.50
	Each Page 24 x 37 Plat	\$10.00
	Each Page 36 x 48 Plat	Actual Outside Rate
Special Projects		
Professional Employee Time*	Per Hour	Actual Hourly Rate
*Minimum charge	One Quarter (1/4) Hour	At Hourly Rate
Clerical Professional Time*	Per Hour	Actual Hourly Rate
*Minimum charge	One Quarter (1/4) Hour	At Hourly Rate
Audits; Reports; Budgets; etc.	Set By City Manager	
Outside Vendor or Consultant	Per Hour	Actual Hourly Rate
Note:		
* No inspection fee will be charged for making records available for inspection. A public document research is when city personnel conducts their search and no copies are requested.		
* If a public record exists primary or solely in an electronic format, the reasonable costs shall be borne by the party making the request.		

IMPOUND FEE	TOWING FEE
\$15.00 per day	\$20.00 Administration Fee in addition to actual towing charge.

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ANIMAL LICENSES		
Altered Dogs or Cats	Annual	\$5.00
Altered Dogs or Cats	Two-Year	\$8.00
Altered Dogs or Cats	Three-Year	\$10.00
Intact Dogs or Cats	Annual	\$25.00
Intact Dogs or Cats	Two-Year	\$40.00
Intact Dogs or Cats	Three-Year	\$50.00
Replacement for Lost Tags	Per	\$2.50
Breeder Kennel	Annual	\$100.00
Business Kennel	Annual	\$100.00
Hobby Kennel	Annual	\$20.00
Permits (Wild Animals, Domestic Fowl, Bees or Exotic Pets)	Annual	\$25.00
Corral Permits (Livestock per lot, Glenn Addition)	Annual	\$15.00
ANIMAL CONTROL FEES		
Impound & Quarantine Fee for Dogs or Cats	Daily	\$15.00
Unlicensed Dog or Cat	Determined by	Court Fine
Pick Up Fee for Dogs or Cats	Daily	\$12.00
Adoption Fee for Dogs	Per Animal	\$50.00
Adoption Fee for Cats	Per Animal	\$35.00
Surrender Fee for Dogs or Cats	Per Animal	\$35.00