



SPECIAL EVENT REIMBURSEMENT AND EQUIPMENT RENTAL POLICY

All non-City special events and functions are required to reimburse the City of Tuscaloosa for event related costs including, but not limited to, reimbursement for personnel time and equipment usage, as referenced in the Tuscaloosa code of ordinances, section 21-27. These reimbursement costs are in addition to any permit application fees and space rental fees required for the event.

For consistency and to minimize administrative cost, an average wage has been determined for the most commonly reimbursed personnel costs. These rates will be reviewed and adjusted, as determined by the Arts & Entertainment Director or his or her designee, each October 1, or anytime The City Council approves broad pay increases for city personnel.

Some or all of these costs reimbursements for usage rates may be waived if the public purpose of the event outweighs the City costs.

The Arts & Entertainment department will estimate the costs for each event and invoice the event or function holder in accordance with special event policies.

Effective January 1st, 2026 reimbursement rates will be as follows:

Personnel Reimbursement Rates

\$45.00/ hr	Parking Attendant
\$62.00/ hr	Parking Supervisor
\$37.00/ hr	Custodial Crew Member
\$50.00/ hr	Custodial Supervisor
\$36.00/ hr	ESD Crew Member
\$57.00/hr	ESD Supervisor
\$33.00/hr	Event Crew Member
\$55.00/hr	A&E Staff / Event Manager
\$63.00/hr	Police Officer
\$86.00/hr	Police Supervisor
\$62.00/hr	Firefighter/EMS
\$96.00/hr	Fire Supervisor
\$125.00/hr	Fire Marshal
\$63.00/hr	Electrician
\$51.00/hr	AV Support
\$100.00/hr	Shuttle Bus (Bus & Driver)
\$44.00/hr	Facilities Maintenance

***The Police and Fire Department require a four hour minimum. Police Trailer Heavy Barrier is a 4 hour minimum
All other personnel require a two hour minimum.**

Equipment Reimbursement Rates (per day)

<u>Equipment</u>	<u>Rental Rate</u>	<u>Replacement Cost</u>
Traffic Cones	\$1.00 each per day	\$35
Traffic Barriers	\$5.00 each per day	Depends on size
Crowd Control Barriers	\$5.00 each per day	\$200
Police Trailer Heavy Barriers	\$120.00 per hour	
Delivery / Removal	\$50.00	
Event Recycling Bin (includes one bag)	No cost	\$75.00
Event Garbage Bin (includes one bag)	\$5.00 each per day	\$75.00
Extra recycling or garbage bags	\$0.50 each	
A-Frames	\$5.00 each per day	\$75.00
Other items	Varies	

*All items are subject to availability.