



OFFICE OF THE TOWN CLERK

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Memorandum

TO: Mayor and Councilmembers

FROM: Russell C. Muniz, MBA, CMC,
 Acting Assistant Town Administrator

VIA: Kenneth S. Cohen, Acting Town Administrator

SUBJECT: Costs for HispanicFest

DATE: March 23, 2006

In the table below the costs associated with HispanicFest have been identified for your consideration. In-Kind Costs represent those controlled by the Town. Hard Costs are those charged by outside agencies. As illustrated in the table, Hispanic Unity is requesting that \$18,393.28 in Town costs be waived. Additionally, they are seeking sponsorship for the hard costs in the amount of \$7,906.50.

Type		Amount	Type		Amount
In-Kind			Hard		
	Building Permits	\$1,312.30		Dumpsters	\$750.00
	Electrical Permit	\$393.30		Port-O-Lets	\$1,900.00
	Temp Use	\$100.00		Fencing	\$5,256.50
	Zoning Approval	\$20.00			
	Fire Inspections	\$4,100.00			
	Fire Staffing	\$5,350.00			
	Police Staffing	\$7,117.68			
	Total In-kind	\$18,393.28		Total Hard	\$7,906.50
				Total	\$26,299.78
Other	Banners	\$1,250.00*		*Provided by CRA	

Please contact me if you should have any questions pertaining to this matter.

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