



Nags Head Police Department

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Perry Hale
Chief of Police

Chris Montgomery
Deputy Chief of Police

Service - Professionalism - Integrity - Strength

MEMORANDUM

TO: Andy Garman, Town Organizer
FROM: P. Hale, Chief of Police
DATE: February 15, 2023
RE: Consolidated Fee Request

The police department is requesting a modification to the Consolidated Fee Schedule entitled "Crowd Gathering Event" under the Town's Administration section entitled "Permits." This addition would be a fee for the placement of mandatory equipment for large gatherings that require a crosswalk to be staged or a large amount of vehicular traffic exiting on a street or highway within the town limits. Equipment required for the staging and safety of pedestrians and motorists include message boards and/or light towers depending on the operational hours of the event.

While we require these units now, the burden has been placed on the police department to transport and place these items prior to an event taking place. We have seen in numerous past events, the event organizer did not have a vehicle to transport or knowledge of deploying a unit on the shoulder of the roadway. This fee would not be mandatory for those event organizers that deploy the units themselves. The department will still meet and show the preferred locations for setup.

While the department does not mind assisting, it takes an hour to deploy and move these units. This time includes drive and hook-up times, unhook, set-up, level and extend the board. This must be completed twice in two separate locations. Once the event is over, the department repeats the process. If this is on a weekend, we will turn the boards off and move the units the next scheduled workday. With the required time and a vehicle being used for transportation, the department is requesting a set-up fee of \$150.00 to be added to the Crowd Gathering Event permit for those that need the service. We will also require a "hold harmless" agreement for those who request the service.