

RESOLUTION NO. 302-25

A RESOLUTION FOR ADOPTING THE FY2026 FEE SCHEDULE FOR THE CALDWELL CITY CLERK

WHEREAS, the Caldwell City Clerk has conducted a review of the current fee structure and determined that an adjustment is necessary to maintain the financial sustainability and quality of services provided;

WHEREAS, the last review was completed October 1st 2024, and since that time, operational costs have increased;

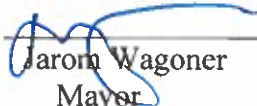
WHEREAS, a fee schedule has been prepared and reviewed, outline proposed adjustments to existing fees and/or implementation of new fees;

NOW, THEREFORE BE IT HEREBY RESOLVED by the Mayor and Council of the City of Caldwell, Idaho, as follows:

1. Approves the proposed fee schedule, which reflects changes to fees for FY2026
2. Authorizes the implementation of the fees effective October 1st, 2025
3. Directs staff to provide appropriate notice to all affected stakeholders and to publish the revised fee schedule on the City's website

PASSED BY THE COUNCIL of the City of Caldwell, Idaho this 18th Day of August 2025.

APPROVED BY THE MAYOR of the City of Caldwell, Idaho this 18th Day of August 2025.

By 
Jarom Wagoner
Mayor

ATTEST:

By 
City Clerk



**City of Caldwell - City Clerk's Office
2026 Fee Schedule**

	2025		2026		2026
	Current		Proposed		Amount Increase
Permit & License Fees					
Description					
Fireworks Permit Fee					
City Clerk	\$ 25.00		\$ 25.00		\$ -
Alcohol License/Renewal					
Beer License (Consumed on site)	\$ 200.00		\$ 200.00		\$ -
Beer License (Packaged)	\$ 50.00		\$ 50.00		\$ -
Wine License (Consumed or packaged)	\$ 200.00		\$ 200.00		\$ -
Liquor License	\$ 562.50		\$ 562.50		\$ -
Transfer Fee	\$ 25.00		\$ 25.00		\$ -
Penalty Fee (Late application)	\$ 50.00 / day		\$ 50.00 / day		\$ -
Catering Permits	\$ 20.00		\$ 20.00		\$ -
Other Licenses					
Kennel License (Police Dept.)	\$ 25.00		\$ 25.00		\$ -
Private Patrol Service	\$ 25.00		\$ 25.00		\$ -
Private Patrol Service Renewal	\$ 25.00		\$ 25.00		\$ -
Tree Trimmers License	\$ 30.00		\$ 30.00		\$ -
Pawnbroker License	\$ 50.00		\$ 50.00		\$ -
Peddler/Door-to-Door Sales (1-year)	\$ 55.00		\$ 55.00		\$ -
Special Event Permit	\$ 75.00		\$ 75.00		\$ -
Miscellaneous Charges					
FBI Background Investigation Fee	\$ 33.25		\$ 33.25		\$ -
Replacement of Door to Door Peddler Badge	\$ 5.00		\$ 5.00		\$ -
Photo Copies (per page)	\$ 0.15		\$ 0.30		\$ 0.15
Public Records Request - Copies of more than 100 pages (fee per page)	\$ 0.30		\$ 0.30		\$ -
Public Records Request - (Over two hours or if redactions are required)	TBD		TBD		
Public Records Request - DVD/CD Copy	\$ 2.00		\$ 2.00		\$ -
Public Records Request - DVD/CD Audio	TBD		TBD		
Redaction (Lowest deptment hourly rate)					
City Clerk (Public Hearing)	\$ 150.00		\$ 150.00		\$ -
Caldwell Train Depot Event Center					
Building Rental Fee	\$ 450.00		\$ 500.00		\$ 50.00
Plaza Rental Fee	\$ 150.00		\$ 150.00		\$ -
Table	\$ 7.00 /Table		\$ 7.00 /Table		
Chairs	\$ 1.00 /Chair		\$ 1.00 /Chair		
Small Meeting Room Fee	\$ 200.00		\$ 200.00		\$ -
**State Mandated Code: Election Filing Fee	\$ 40.00		\$ 40.00		