

**2015-2016 PROPOSED BUDGET  
RESPONSE TO REQUEST FOR INFORMATION**

**DEPARTMENT: Office of Special Events**

**REQUEST NO.: 72**

**REQUESTED BY: Garza**

**DATE REQUESTED: 07/28/15**

**DATE POSTED: 08/10/15**

**REQUEST:** Please provide a breakdown of all fees and permits that are associated with special events, including an analysis of whether these fees adequately cover the costs of the work the City performs related to the collected fees. Please also provide a summary that includes descriptions of the types of special events such as community events organized by schools, for profit events, free community events, nonprofit fundraisers, marches, etc., and how many of each type of event has been held annually over the last three years.

**RESPONSE:**

Listed below are the commonly used fees for special events. These fees cover the costs associated with the activities related to collecting the fees. However, they do not completely cover all City staff and equipment costs that may be utilized at an event. The following table includes fees and permits associated with holding special events.

<b>City of Austin Special Event Fees (Based on 2014-15 approved fees)</b>	
Special Event application	No Cost
<b>Austin Transportation Department</b>	
<b>Street Event</b>	<b>Fee</b>
Application - street event	\$250.00
Safety Inspection/\$38 hour/day	\$76.00
Sound/Day	\$33.00
Permit/Per block/per day	\$200.00 (max \$4,000)
Security deposit	\$2,000.00
<b>Safety Closure</b>	<b>Fee</b>
Application	\$100.00
Safety Inspection/\$38 hour/day	\$76.00
Permit/Per block/per day	\$50.00
Security deposit (refundable)	\$50.00
<b>Traffic</b>	<b>Fee</b>
Traffic Plan	\$1,500.00
Reuse Previous TCP	\$500.00

Additional Time/Hour	\$125.00
<b><i>Fee Paid Event (Stationary Events/Gate Fees)</i></b>	<b>Fee</b>
\$1.00 - \$3.00 per person	2.50%
\$4.00 - \$6.00 per person	3.00%
\$6.00 and over per person	4.50%
ATD Parking	
Application	\$35.00
Sunday - Wednesday per space/per day	\$10.00
Thursday - Friday per space/per day	\$16.00
Saturday per space/per day	\$13.00
Non metered per space/per day	\$10.00
<b>Austin Police Department Special Events</b>	<b>Rate</b>
Police Sergeant/HR	\$85.00
Police Corporal/Detective/HR	\$73.00
Police Officer/HR	\$63.00
Police Cadet/HR	\$31.00
Dispatcher/HR	\$34.00
Vehicle Rental/HR*	\$10.00
Personal Watercraft Rental/HR	\$10.00
Watercraft Rental/HR	\$20.00
Mounted Rental/HR	\$20.00
Admin Fee Per Event/Fixed	\$45.00
*Police vehicle cannot be utilized without hiring an officer.	
<b>Austin Fire Department Special Events</b>	<b>Fee</b>
Tent/Temporary Membrane Structure Permit	\$50.00
Carnival/Fair/Festival permit	\$100.00
Exhibit& Trade show permit	\$75.00
Fireworks Discharge Permit (requires additional fees)	\$200.00
Flame Effect, Theatrical Performance/Open Flame Permit	\$150.00
Public Assembly Permit (Annual requirement for nightclubs)	\$200.00
After Hours Fire Inspection (special assignment, 2 hour min)	\$123.00 per hour (per inspector)
Fire Watch/Stand-by Inspector	\$123.00 per hour (per inspector)
Apparatus Standby (special service fee, 2 hour min)	\$250.00 per hour
Temporary change of use permit	\$100.00
Temporary Helistops	\$200.00
<b>Music and Entertainment Division</b>	
<b><i>24- Hour and Multi-Day Fees</i></b>	
Notification fee, only required for multi-day	\$377.00
Sound Impact Evaluation fee	\$160.00
<b><i>Permit fee</i></b>	
Matters of public interest/Political campaign	\$11.44/day
Private Party	\$22.88/day
Advertising Event	\$34.32/day
<b><i>Outdoor Music Venue Fees</i></b>	

Notification Fee	\$377
Sound Impact Evaluation fee	\$200
Permit Fee	\$67.08
<b>Austin-Travis County EMS</b>	
Each unit (standard, bike team, or special response) per hour	\$125.00
EMS Commander or Additional paramedic per hour	\$40.00
Set up fee	\$100.00
<b>Austin Resource Recovery</b>	
<b>Event Cleaning</b>	
Supervisor (excluding holidays)	\$57.50/hour
Equipment Operator (excluding holidays)	\$32.50/hour
Worker (excluding holidays)	\$27.00/hour
Supervisor on holidays	\$63.95/hour
Equipment Operator on holidays	\$54.50/hour
Worker on holidays	\$45.00/hour
<b>Standard Equipment Rates</b>	
Rear Loader*	\$34.50/hour + fuel costs**
Crane*	\$32.00/hour + fuel costs**
Tractor Trailer*	\$32.00/hour + fuel costs**
Rear Loader (Small)*	\$20.50/hour + fuel costs**
Pickup*	\$8.00/hour + fuel costs**
Sweeper*	\$40.00/hour + fuel costs**
Flusher*	\$40.00/hour + fuel costs**
Stake Bed Truck*	\$10.00/hour + fuel costs**
Utility Vehicle*	\$4.50/hour + fuel costs**
<b>*4 hour minimum charge on all equipment; costs does not include operator.</b>	
<b>**Fuel costs are calculated based on miles and industry standard of miles-per-gallon costs.</b>	
Bags	\$25.00/case
Cart Cleaning Fee	\$228.00/100 carts
Disposal Fees	based on current landfill tipping fee
Plastic Wrap	\$31.50/roll

Property	Daily Rental Fee* (time frame reflects total time on site per day)	Set Up Per Day*	Damage Deposit	Maintenance Fee	Electrical Fee (per event day)	Sound / Alcohol Permit (each)
<b>Auditorium Shores **</b> <b>Vic Mathias Shores (east lawn area)</b> <b>Auditorium Shores (west lawn area)</b> 900 West Riverside Drive 57.3 acres	\$5,000	\$500	\$2,500	\$.10/ person/ day	\$500	\$30
<b>Brush Square Park</b> 409 East 5 <sup>th</sup> Street 1.74 acres	\$500 \$300 (4 hours or less resident) \$400 (4 hours non-resident/ commercial)	\$250	\$750	\$.10/ person/ day	\$150	\$30
<b>Fiesta Gardens West End</b> 2015 Jesse E. Segovia Street	\$2,500	\$500	\$2,000	\$500	\$250	\$30
<b>Republic Square Park</b> 422 Guadalupe Street 1.75 acres	\$2,500 \$1250 (4 hours or less)	\$500	\$1,000	\$.10/ person/ day	\$250	\$30
<b>Walter E. Long</b> 6614 Blue Bluff Road	\$2,500	\$500	\$2,000	\$500	none on site	\$30
<b>Waterloo Park</b> 403 East 15 <sup>th</sup> Street 10.74 acres	\$3,500	\$500	\$2,000	\$.10/ person/ day	\$500	\$30
<b>Wooldridge Square</b> 900 Guadalupe Street 1.77 acres	Subject to approved picnic rental rates. NOT a special event site due to size constraints and parking issues. Extremely limited weekday parking.					\$30
<b>Other Approved Sites for Special Events</b> (1000-10,000 persons)	\$3,000	\$500	\$2,000	\$.10/ person/ day	\$500	\$30
<b>Other Approved Sites for Special Events</b> (10,001+ persons)	\$5,000	\$500	\$2500	\$.10/ person/ day	\$500	\$30
<b>Special events charging admission</b>	All special events, those anticipating 1,000 or more persons, must remit the following park maintenance funds post event: \$1 - \$50 ticket value                      \$1/ticket per event day \$51 - \$100 ticket value                    \$2/ticket per event day \$101 and above ticket value            \$3/ticket per event day					

With respect to a summary including descriptions of the types of special events, such as community events organized by schools, for profit events, free community events, nonprofit fundraisers, marches, as well as how many of each type of event has been held annually over the last three years, this information is not tracked by Austin Center for Events. While each department has records of events they permitted and/or inspected, those records are not filed by type. Due to each department using their own method and software for recording events they permit, obtaining this information would require significant staff time from each department to manually locate and pull each event file to research this information. Furthermore, ACE does not permit or track school events held on school property.

Delineating the for-profit events versus non-profit events is not as straightforward as it appears without context. For example, there are some for-profit companies that host events with all proceeds going to a charity, while other for-profit companies host events giving a portion of proceeds to charity. Some non-profit organizations give percentages of their event profits to charities while retaining the remainder to support their administrative costs. Unfortunately, ACE does not track these caveats as it would require in many cases for the event organizers to submit financial documents for review.

Efforts are being pursued by staff to increase their special events reporting capacity. The Austin Center for Events, which is comprised of special event units and staff from several City departments, currently does not employ a single database management software system to receive, review, approve, and accept payments for event applications. Moreover, departments are utilizing different methods of recording information related to these events instead of capturing them in a more consistent fashion. ACE staff is currently working with an Enterprise Architect to identify requirements for use of Application Management and Data Automation (AMANDA) software to enhance reporting on special events. The goal is to integrate AMANDA with every City department that reviews event applications to localize and consolidate special events information in a uniform manner. Additionally, it should increase our ability to track and chronicle the hundreds of special events occurring in the city annually.