Special Events Ordinance Community Engagement Summary

Overview:
More than 1600 people have shared their thoughts and recommendations for the Draft Special Events Ordinance in meetings and online surveys organized by the Austin Center for Events (ACE).

By the Numbers

- Community Meetings: 7
- Boards and Commissions Briefings: 14
- Event Stakeholder Small Group Meetings: 4
- Mayor and Council staff briefings: 8
- Digital Feedback Portals: 2

Participants represented of neighborhood groups, universities, churches, business groups, arts organizations, and major event organizers.

Most recently, staff conducted a community engagement meeting at the new Central Library on January 18 and provided a digital feedback portal on the Civic Comment platform to offer feedback. The digital feedback portal closed on January 22. Feedback gathered in the January 2018 engagement effort is included in the appendix.

These online and in-person events allowed the ACE to gather feedback on the permitting process, application and fees, as well as community and stakeholder concerns including event parking, environmental impact and sustainability.
What we heard

Feedback received through the outreach process highlighted the following key concerns:

- The Tier approach does not effectively address the community’s interest in permitting events based on size and scale;
- The proposed ordinances results in an application and approval process that is unclear and does not provide enough certainty or advanced notice of staff decision; and
- The denial and appeal process needs additional clarity.

Event Tiers

- Criteria for each tier category should be more clearly defined.
- Tier system should include measures to minimize the cumulative impact of special event on neighborhoods, parks, and other public spaces.
- Tier system should not negatively impact event diversity or equity for all special event stakeholders.

Staff Response:

In response to community interest in permitting events based on size and scale, the proposed draft ordinance recommends a tiered approach that considers number of attendees, duration, and general area impacted. Staff developed the tier structure starting with the State of Texas’ definition of a “mass gathering” (Title 9 of the Health and Safety Code) which utilizes number of attendees – specifically 2,500 – and duration or time period of the event as key criteria. Additionally, departmental staff currently implement and enforce current event related ordinances primarily based on attendees and amount of area impacted.

Criteria for Tiers. Staff updated the draft ordinance to further clarify the tier structure to accomplish the following:

- Tier 1 essentially applies to events protected by the First Amendment such as political marches
- Tier 2 applies to small, stationary events with fewer than 2,500 attendees held over a short period of time
- Tier 3 events are larger than 2,500+ attendees and can be mobile, such as a walk/race event. But, these events are not larger than Tier 4.
- Tier 4 are the largest events from a size/scale/mobility impact/city resourcing perspective such as SXSW and ACL Festival
Application & Approval Process

- Emissions Reduction Plan requirements need to be more clearly defined.
- Notification process for street closures needs to be streamlined for greater efficiency and effectiveness.
- Preference should be given to local events.
- Request for earlier final approval deadlines. Have a consolidated digital application that has all the potential permits needed on one form.
- Assign an advisor or counselor to each event to guide applicants through the permitting and approval process across different COA departments.
- Offer an intuitive online pre-event planning wizard/tool to help organizers determine their event tier, permitting needs, fees, notification requirements & deadlines, etc. and answer key questions before the ACE application process begins.
  Offer event organizers, guidance and suggested best practices to effectively manage safety & security concerns before, during, and after events and minimize impact on surrounding areas.

Staff Response:

**Emissions Reduction Plan:** Staff updated the draft ordinance to require Tier 4 events to provide an event emission *management* plan rather than an emissions reduction plan. The intent of the emissions management plan is to provide information about how the event organizer intends to manage or minimize emissions during the event. Examples could include encouraging bicycling and alternative transportation including remote shuttles and information campaigns related to these alternative. Details of an emissions management plan would be clarified during the rules process.

**Notification process:** The current draft ordinance maintains a notification requirement. Criteria for proper notification, including methods to notify, shall be clarified through the rules process. This will allow staff and stakeholders to collaboratively identify alternative notification methods such as utilizing social media or electronic communication rather than only relying on mailing notification letters.

**Preference to local events:** Staff updated draft ordinance language to allow “legacy events” to give notice of proposed special event dates for a five year period. Legally, all applicants must be considered equally if they meet the requirements to apply for an event. The City may regulate time, place and manner.

**Approval deadlines:** Staff updated the draft ordinance to modify the tier structure as well as application deadlines and staff decision timeframes for Tier 1 and Tier 2:
• Tier 1:
  o Application due at least 3 days before event
  o ACE decision must occur no later than 1 day before event

• Tier 2
  o Application due at least 30 days before event
  o ACE decision must be provided 30 days after receipt of application

• Tier 3
  o Application due 120 days before event
  o ACE decision must be provided no later than 30 days before event

• Tier 4
  o Application due 180 days before event
  o ACE decision must be provided no later than 30 days before event

**Event Advisor/Case Manager:** Due to staffing and resource limitations, this is not a viable option currently. Increases to staff to accommodate this request would need to be considered during the City’s annual budget cycle which also includes consideration by the City Council. Currently, the ACE team works with event organizers to walk them through the application and permitting process. Approximately one year ago, ACE launched a digital application to streamline the planning process for event organizers and is exploring improvements to the online application.

**Online planning tools:** ACE is exploring options for a digital pre-event planning wizard to help organizers determine tier, potential fees, permit requirements, and deadlines before applying for a Special Event permit.

**Providing Guidance:** ACE currently provides event organizers with guidance regarding safety and event management before during and after events. Staff recommends offering event planner safety and security training workshops throughout the year in line with guidance from the Parkland Events Taskforce. Formalizing a training program would require additional staff and resources which could be considered during the City’s annual budget cycle.

Staff removed the Neighborhood Block Parties provision from the draft Special Events Ordinance. A separate permit process was created under Chapter 14-8 (Temporary Closure for Right of Way Events) to address these types of events.

**Event Denials & Appeals**

- Community appeal process should remain with City Council.
- The appeal process for event organizers should be a clear, easy to understand process based on objective criteria which applies to all stakeholders.
Community stakeholders should have a streamlined way to share concerns about proposed events and feedback about current events.

**Staff Response**

**Appeal Process with City Council:** Currently, appeals to a denial of permit are considered by the City Council. If a denied permit application includes denial of a street closure permit, the appeal is also considered by the Urban Transportation Commission which provides a recommendation in advance of Council consideration. Placing an appeal on the agenda of both the UTC and the City Council requires time – sometimes 30 to 90 days. This delay to reach a decision does not always meet the timeframe for the event. In a recent case, an appeal was considered by Council the day before the event was scheduled to take place. Staff recommends an administrative appeal process which would allow an appeal team of city staff to review and make a determination more quickly. The appeal team would be composed of supervisors or managers of ACE Team members. The rules process will clarify criteria to evaluate the appeal and could utilize the impact matrix developed by the Parkland Events Task Force as guidance.

**Clear, easy to understand appeal process:** The rules process will develop criteria for approval of permit, submitting opposition to an event, and determinations regarding appeals. The rules process could also consider adapting criteria similar to the impact matrix developed by the Parkland Events Task Force.

**Community interest in sharing concerns about an event:** Staff also recommends setting up a phone, online, and app based event proposal feedback system via Austin 3-1-1. Staff will consider information received through 3-1-1 during and after the event for planning purposes for the next year.
### Appendix A: January 2018 Community Feedback - Special Events Ordinance

**Question:** Keeping in mind the goal and the City’s approach to promote both safety and the success of special events that would be in the best interest of the ENTIRE community (patrons and neighbors); what ideas do you have for event notifications, appeal processes, and recommended improvements for all?

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<thead>
<tr>
<th>Stakeholder</th>
<th>Location</th>
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<th>Theme 1</th>
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<tbody>
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<td>Flowcharts/diagrams</td>
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*Theme 1: Clarification*

*Theme 2: Appeals Process*
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<td>Facebook Live (Code Next) younger people vs anonymous posters who want to antagonize</td>
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<td>Social media or website - *one hub for all events</td>
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<td>Notify neighborhood orgs - paper mail and email</td>
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## Appendix A: January 2018 Community Feedback - Special Events Ordinance

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<td>Apply notifications evenly</td>
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<td>Better communicate/publicize upcoming events</td>
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<td>consider tiers/ scal of event to determine communications</td>
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<td>2012/2013 suggestion- public database of all events - size - duration- road closures- parkland</td>
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## Appendix A: January 2018 Community Feedback - Special Events Ordinance

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<td>competition for same weekends for events in Austin biggest concern for tiers</td>
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<td>not enough weekends for events in Austin</td>
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<tr>
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<td>Comments</td>
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<td>Safety and security - if it goes wrong - it's bad for the event/city.</td>
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<td>event planners need closures</td>
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<td>alternate routes for roads that are consistently closed to reduce impact for residents</td>
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<td>tiers are not intuitive - based upon total number of street closures</td>
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<td>spreadsheet with questions y/n then determine tier</td>
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<td>tier should be defined by the impact on the City</td>
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<td>Community Meeting Attendee</td>
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<td>Tier 1 24hrs final decision not conducive to good environment-not enough time to cancel</td>
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<tr>
<td>Community Meeting Attendee</td>
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<td>Tier 2 30 days would be better give time to &quot;fix it&quot; clear process for appeal</td>
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<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>For venues, live music abbreviated time, lost ability to get a permit code Ch. 9. In part 5,line 31,they repeal temp permit code and process can’t advance length of time w/in 30days (tier 2)</td>
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<td>Community Meeting Attendee</td>
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<td>Tier 2 event have issues w/ notification process</td>
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<tr>
<td>Visit Austin</td>
<td>Email</td>
<td>4-19-1 (12) (a) Defines a special event as having 100 or more attendees This number should be increased to 175 or more attendees</td>
<td>Clarification</td>
<td>Permits</td>
</tr>
<tr>
<td>Visit Austin</td>
<td>Email</td>
<td>4-19-1 (12)(c) Is Temporary, involves 100 or more attendees o This number should be increased to 175 or more attendees</td>
<td>Clarification</td>
<td>Permits</td>
</tr>
<tr>
<td>Visit Austin</td>
<td>Email</td>
<td>4-19-20 (C) A special event permit is not required for an event that complies with Chapter 14-8, Article 3 (Neighborhood block Party Requirements). Page 1 of the Ordinance document states “An ordinance amending city code title 4 to add Chapter 4-19 relating to special events; repealing and replacing Chapter 14-8 relating to right-of-way closures for special events and neighborhood block parties” Question: Does Chapter 14-8 still provide a permitting exception for Neighborhood block parties? Has Chapter 14-8 been repealed and replaced as stated on page one?</td>
<td>Clarification</td>
<td>Permits</td>
</tr>
<tr>
<td>Visit Austin</td>
<td>Email</td>
<td>14-8-22 States that “the director may not approve a closure permit for a special event (1) that would exceed the maximum number of special events, as established by Council, for which a particular public right-of-way may be closed during a calendar year; What is that maximum number?</td>
<td>Clarification</td>
<td>Permits</td>
</tr>
<tr>
<td>Visit Austin</td>
<td>Email</td>
<td>We continue to share our interest in working with ACE when we have clients interested in use of right-of-way and parks. There is trend in our industry for “festivalization” of meetings whereby group organizers want to transform their events to a festival type atmosphere. Austin is the perfect location to create what is natural theme for us here.</td>
<td>Approval Process</td>
<td>permits</td>
</tr>
<tr>
<td>Texas Disposal</td>
<td>Email</td>
<td>Hello Mr. Manno We had the pleasure of meeting each other at one of the recent stakeholder meetings regarding the proposed Special Events Ordinance. The following brief comments have been prepared by TDS and pertain to the current draft Ordinance under consideration. They are in response to the request for stakeholder comments by the January 19, 2018 deadline: With regard to the waste reduction and diversion components of the revised draft special events ordinance dated 1-08-2018, in order to fully comply with City Code 15-6-11 through 15-6-13 (which defines the role of the City and that of private collection services as it relates to waste management), Texas Disposal Systems urges City staff and the City Council to amend the ordinance to specify that it should not be interpreted to direct or allow Austin Resource Recovery (ARR) or any other City department to contract to provide waste-related services to event organizers, either directly – using City personnel and equipment – or through private contractors.</td>
<td>Planning</td>
<td>Waste Disposal</td>
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</tbody>
</table>
### Appendix A: January 2018 Community Feedback - Special Events Ordinance

<table>
<thead>
<tr>
<th>Stakeholder</th>
<th>Location</th>
<th>Comments</th>
<th>Theme 1</th>
<th>Theme 2</th>
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<tbody>
<tr>
<td>Texas Disposal Systems</td>
<td>Email</td>
<td>It is important to note that City staff are currently interpreting language contained in City of Austin Resolution No. 20091022-040 – which directed the City Manager to implement recycling at City-sponsored events – as direction to contract to provide a full range of waste-related services (including solid waste, recycling, organics, and portable toilet services) to events that in some cases do not appear on the list of officially City-sponsored events. Despite acknowledging that contracting for – and in many cases fully subsidizing the cost of – these waste services “competes with private haulers” in clear violation of City Code 15-6-11 through 15-6-13, City staff continues the practice even now, pending Council action with regard to the recommendations of the Solid Waste Policy Working Group. TDS thus urges that the revised draft special events ordinance be amended to avoid a similar misinterpretation by City staff, and to ensure that event services remain an open marketplace.</td>
<td>Planning</td>
<td>Waste Disposal</td>
</tr>
<tr>
<td>Texas Disposal Systems</td>
<td>Email</td>
<td>If the City desires to incent waste reduction and diversion at special events, TDS would support the City providing a payment voucher or reimbursing event organizers for waste-related services provided by licensed private haulers, in compliance with City Code 15-6-11 through 15-6-13. For reference: City of Austin Resolution No. 20091022-040: <a href="http://www.austintexas.gov/edims/document.cfm?id=131421">http://www.austintexas.gov/edims/document.cfm?id=131421</a> City of Austin “Policy Considerations” Memorandum (See Question #2): <a href="http://www.texasdisposal.com/sites/default/files/uploads/2-15-17Sam_Angoori_Memo_re_Policy_Considerations-.pdf">http://www.texasdisposal.com/sites/default/files/uploads/2-15-17Sam_Angoori_Memo_re_Policy_Considerations-.pdf</a> Austin City Code 15-6-11 through 15-6-13: <a href="http://cdn.texasdisposalsys.netdna-cdn.com/sites/default/files/uploads/City%20Code%20Section%2015-6-11%20through%2015-6-13.pdf">http://cdn.texasdisposalsys.netdna-cdn.com/sites/default/files/uploads/City%20Code%20Section%2015-6-11%20through%2015-6-13.pdf</a> Given TDS’ role as one of Austin’s largest providers of solid waste, recycling, organics and portable restroom services for special events, we intend to continue following the development of a Special Events Ordinance and to actively participate in the forthcoming discussions regarding this important Ordinance.</td>
<td>Planning</td>
<td>Waste Disposal</td>
</tr>
<tr>
<td>James Russell</td>
<td>Meeting</td>
<td>business code classification? Many events aren't businesses</td>
<td>clarification</td>
<td>Permits</td>
</tr>
<tr>
<td>James Russell</td>
<td>Meeting</td>
<td>4-19-1: This is a definition w/ significant business implications as well as planning implications</td>
<td>clarification</td>
<td>Approval Process</td>
</tr>
<tr>
<td>James Russell</td>
<td>Meeting</td>
<td>What is a consolidated permit?</td>
<td>clarification</td>
<td>Permits</td>
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</tbody>
</table>
## Appendix A: January 2018 Community Feedback - Special Events Ordinance

<table>
<thead>
<tr>
<th>Stakeholder</th>
<th>Location</th>
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<th>Theme 1</th>
<th>Theme 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>James Russell</td>
<td>Meeting</td>
<td>4-19-21 A-4 All non-profit 5k runs no matter where they take place (D-2) this is the only place there is a dollar amount attributed to a tier. Can this be a measurement for all tiers?</td>
<td>tiers</td>
<td>Approval Process</td>
</tr>
<tr>
<td>James Russell</td>
<td>Meeting</td>
<td>4-19-24 What about co sponsored events? Park events and TCOUS/TUPs too? This should be provided no matter what based on application this is a business decision that needs to be made early in the planning process APD vs Constables, ARR vs TDS, EMS vs Private should be net 30 upon receipt of invoice</td>
<td>clarification</td>
<td>cost</td>
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<tr>
<td>James Russell</td>
<td>Meeting</td>
<td>4-19-30 B this includes, potentially, a funeral procession, private event at a home, weddings, etc.? Anywhere in the City limits?</td>
<td>clarification</td>
<td>tiers</td>
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</table>

**Question:** The ordinance allows staff to make administrative decisions for application requirements and approvals. What criteria should staff consider?

<table>
<thead>
<tr>
<th>Community Meeting Attendee</th>
<th>Central Austin Library</th>
<th>Appeal process look at if it’s a community or administrative issue.</th>
<th>Appeals Process</th>
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<tbody>
<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>Event org fear one dept. could have too much power to deny, consistency on appeals team.</td>
<td>Appeals Process</td>
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<td>Community Meeting Attendee</td>
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<td>Appeals process consider if similar event has been approved.</td>
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<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>Consider impact (POSITIVE!) to the community in appeals process</td>
<td>Appeals Process</td>
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<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>Can you appeal the appeal?</td>
<td>Appeals Process</td>
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<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>Can the city do that? Require local vendors, musicians?</td>
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<td>Legal issues - like the density bonus?</td>
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<td>Does it &quot;bleed&quot; onto other events?</td>
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<td>Can we consider that? Value spend (airport hotel beverage) as part of admin process</td>
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<td>Criteria should be the same should be clear</td>
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<td>Two different = two different view points Rubric should be clear and have no variaions</td>
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<td>Rubric that clarifies decisions - initiates concerns. Not subjective but objective decision making.</td>
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<td>Notification process unclear for tier 1+2</td>
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<td>Community Meeting Attendee</td>
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<td>Timelines for app + notification process is unclear</td>
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<td>Clarify timelines +components for each tier</td>
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<td>ARR no longer managing items in Ord, why are they there?</td>
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<td>Minimum requirement for waiver?</td>
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<td>drop dead deadline should be specified</td>
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<td>above is slippery slope</td>
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<td>ordinance reads for a very specific group of events</td>
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<td>definition re. how much can a deadline be waived - concern with good cause??? What does this mean?</td>
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<td>hopes this is the last Council meeting</td>
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<td>Encourage collaboration among event promoters</td>
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<td>Inconsistent/incomplete app requires no ace action/notification to applicant</td>
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<td>Should staff make community determinations? Or council?</td>
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<td>Community Meeting Attendee</td>
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<td>Need to ensure consistency</td>
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<td>lawyer for F1 had ability to have priority over another event if got a signature</td>
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<td>scale fee for rush permits, corporate clients will pay the increased fee, i.e., charge if w/l app deadline- change of use and meters</td>
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<td>Income for artists, not just city revenue.</td>
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<td>parks are over-utilized because lack of affordable rental space</td>
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<td>Economic impact? If the event who can't get a 1-day street closure, clients think they have more clout.</td>
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<td>Community Meeting Attendee</td>
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<td>Local economy impact statement</td>
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<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>Weight econ impact/neighborhood impact/etc.</td>
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<td>Reputation, vetting criteria applies to everyone</td>
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<td>Would like denial notification response to include a reason to give feedback to event organizer.</td>
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<td>Sp. Ev permit process only covers sound + parking</td>
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<td>get waiver if rules were followed but an additional closure is needed</td>
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<tr>
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<td>waivers should not be made if it displaces another event that’s approved</td>
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<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>submit application - denied or accepted if met requirements</td>
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</tr>
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<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>discounts/free concerns- there should be a cap. Private report on economic boost to City. Tax payer concern for these events when a for profit event</td>
<td>Permits</td>
</tr>
<tr>
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<td>recommend super majority of Council, not administrative approval</td>
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<td>If there are exceptions to the rules, why not charge more (City collects more revenue)</td>
<td>Permits</td>
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<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>Events at the same time (ex. Symphony and FFF)</td>
<td>Planning</td>
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<td>Overbooking - issues and logistics Events are unrelated Start/end time conflicts</td>
<td>Planning</td>
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<td>Community Meeting Attendee</td>
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<td>Reviewer - process of determination of other events in adjacent area</td>
<td>Planning</td>
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<tr>
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<td>Central Austin Library</td>
<td>Local event takes procedure over non-local?</td>
<td>Planning</td>
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<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>Legacy events have seniority (UT Football)</td>
<td>Planning</td>
</tr>
<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>Objective checklist - who are you? Do you have money for off duty police?</td>
<td>Planning</td>
</tr>
<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>Need streamlined/simple notification process</td>
<td>Planning</td>
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<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>Event side of process needs to be Est first</td>
<td>Planning</td>
</tr>
<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>Would like more modify e-notifications options. Mail is required which extends timeline .would speed up timeline. Would be more effective</td>
<td>Planning</td>
</tr>
<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>Use parkland task fora event matrix as a model.</td>
<td>Planning</td>
</tr>
<tr>
<td>Stakeholder</td>
<td>Location</td>
<td>Comments</td>
<td>Theme 1</td>
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<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>Concern about moving from council to staff</td>
<td>Planning</td>
</tr>
<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>30 days out City could say no and pull the permit. Nobody likes this</td>
<td>Planning</td>
</tr>
<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>preliminary after 10 business days of application submittal. This is good but not 30 days for final approvals</td>
<td>Planning</td>
</tr>
<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>why asking for site plan so late? Event planners would like to submit earlier to confirm approval</td>
<td>Planning</td>
</tr>
<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>seems like the 30 days out allows for larger corporate events last minute</td>
<td>Planning</td>
</tr>
<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>event planners can pad deadlines and enforce rules...compliance with events/planners then City can decline is frustrating</td>
<td>Planning</td>
</tr>
<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>too many events for this City, regular park and road closures are hard on residents</td>
<td>Planning</td>
</tr>
<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>not enough event space</td>
<td>Planning</td>
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<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>need more event indoor/outdoor space</td>
<td>Planning</td>
</tr>
<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>size of event space, cost and staff parking concerns</td>
<td>Planning</td>
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<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>consider the partnerships</td>
<td>Planning</td>
</tr>
<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>Makes is safer</td>
<td>Safety</td>
</tr>
</tbody>
</table>
### Appendix A: January 2018 Community Feedback - Special Events Ordinance

<table>
<thead>
<tr>
<th>Stakeholder</th>
<th>Location</th>
<th>Comments</th>
<th>Theme 1</th>
<th>Theme 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>Repeat event - didn't do a good job on posting event signage, broken rules in past events</td>
<td>Safety</td>
<td></td>
</tr>
<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>Take into account - do you have experience? New event?</td>
<td>Safety</td>
<td>Planning</td>
</tr>
<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>measuring sound is not just A scale, A &amp; C scales (bass concern). PARD has considered both scales.</td>
<td>Tier</td>
<td></td>
</tr>
<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>tier 3 is ambiguous. Anything that doesn’t fit other tiers</td>
<td>Tier 3</td>
<td></td>
</tr>
<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>Approvals, Requirements - impact area - limitations on permits - Tier 4 only</td>
<td>Tier 4</td>
<td>Approval Process</td>
</tr>
<tr>
<td>Community Meeting Attendee</td>
<td>Central Austin Library</td>
<td>Lot of events - small area - impact area Tier 4 generally; BSF Lamar - Park</td>
<td>Tier 4</td>
<td></td>
</tr>
<tr>
<td>CivicComment</td>
<td></td>
<td>As a long time resident of an area of Austin where the majority of 'events' take place; I'm asking the City to finally acknowledge that the constant disruption of access to streets, businesses, areas of town and the loud noises generated by bombarding the same areas of town over and over again throughout the year needs to stop. Any requirements for permits should include not only limiting the total number of events per year but also there should be a limit to how many per year may be held in any one area of town. When determining these limits, recurring events such as football games, Xmas park and street closures, etc. and the traffic and noise they generate should also be considered. Between football season, SXSW, ACL, Xmas, foot races and the constant noise caused by bands down town (yes, this is still happening) to name just a few, some parts of Austin NEVER have a respite from noise, congestion and limits to access of public lands above and beyond what is considered 'normal' in Austin these days. Its time to limit the overall disruption and 'spread the joy' to rest of Austin.</td>
<td>PERMITS</td>
<td>Approval Process</td>
</tr>
<tr>
<td>CivicComment</td>
<td></td>
<td>1. Is it correct that the event described in (12) would be considered a Tier 3 event? 2. I assume this provision is intended to apply to pop-up events that often occur concurrently with other festivals (ACL, SX, etc.), but how will the city distinguish a large private party, such as a family-hosted wedding on private property, from an event described in (12)?</td>
<td>TIER 3</td>
<td></td>
</tr>
<tr>
<td>Stakeholder</td>
<td>Location</td>
<td>Comments</td>
<td>Theme 1</td>
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<tr>
<td>Community Meeting Attendee</td>
<td>CivicComment</td>
<td>What are the suggested pricing of the permits? Can special reductions be given to local 501c3 Charities for fundraising events? Consider a food and beer fundraiser will be paying fees for COA Temp Health Permits, TABC permit fees, Fire Permit fee, etc. How much are the ACE fees going to be?</td>
<td>PERMITS</td>
<td>Costs</td>
</tr>
<tr>
<td>Community Meeting Attendee</td>
<td>CivicComment</td>
<td>Currently Hancock Recreation Center allows the use of champagne or wine during rentals, and other PARD facilities such as Zilker Clubhouse allow beer and wine. Will the proposed ordinance language require future renters of these facilities to apply for a separate special event permit, in addition to their rental agreement, if they plan to serve wine or other alcoholic beverages that are currently allowed in these venues? See Hancock rental agreement here: <a href="http://www.austintexas.gov/sites/default/files/files/Parks/Recreation_Centers/hancock_agreement_packet2017.pdf">http://www.austintexas.gov/sites/default/files/files/Parks/Recreation_Centers/hancock_agreement_packet2017.pdf</a></td>
<td>Permits</td>
<td>Approval Process</td>
</tr>
<tr>
<td>Community Meeting Attendee</td>
<td>CivicComment</td>
<td>Is being partially funded by the City of Austin Economic Development Department’s Cultural Contracts considered a City Partnership (co-sponsor)? What city services would be eligible in that case?</td>
<td>Permits</td>
<td>Costs</td>
</tr>
<tr>
<td>Visit Austin</td>
<td>Email</td>
<td>Instead of an application deadline by Tier, perhaps the application deadlines should be on an application pricing scale? For instances, applications submitted 30 days prior to event would be higher priced than an application submitted 90 days out.</td>
<td>Tiers</td>
<td>Cost</td>
</tr>
<tr>
<td>Visit Austin</td>
<td>Email</td>
<td>4-19-30 (B) (4) 120 Calendar Days for a Tier 3 Event One size does not fit all, so again application deadlines should be tied to application fee or permit price</td>
<td>Tiers</td>
<td>Cost</td>
</tr>
<tr>
<td>Visit Austin</td>
<td>Email</td>
<td>4-19-32 (A) “For a Tier 3 or Tier 4 Event, ACE will issue, within 10 business days of receiving a complete application, a preliminary recommendation to approve the application” We believe the preliminary recommendation should be issued within 48 – 72 hours for all events, Tier 1 through Tier 4; this would allow event producers time to remedy any concerns</td>
<td>tiers</td>
<td>Approval Process</td>
</tr>
<tr>
<td>Visit Austin</td>
<td>Email</td>
<td>4-19-32 (D) (E) ACE will take final action to approve or deny an application no later than 30 days before a Tier 3 or Tier 4 event; ACE will take final action to approve or deny an application no later than the close of business one business day before the start of a Tier 1 or Tier 2 event Event organizers need more advance notice of approval or denial. This approval timing is not appropriate given the resources invested by the event producers. Perhaps, all applications could be reviewed with 72 hours of receipt, and a preliminary recommendation made regarding approval or denial of said application; this would allow the event producer an opportunity to address application concerns and remedy those concerns</td>
<td>Approval Process</td>
<td></td>
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<tr>
<td>Visit Austin</td>
<td>Email</td>
<td>4-19-34 (E) Except as provided in Section 4-19-31 (C) (Contents of Special Events Application) no action is required to be taken on an incomplete or untimely application. This is not appropriate. Event Producers should be notified if the application has been rejected because it is either incomplete or has not met the required deadlines or is not accompanied with the appropriate permit fees.</td>
<td>Approval Process</td>
<td></td>
</tr>
<tr>
<td>James Russell (Trail of Lights Foundation, Kite Festival Foundation, and Zilker Neighborhood Executive Committee member)</td>
<td>Meeting</td>
<td>4-19-31 What will be in the rules? Final Site plan?</td>
<td>clarification</td>
<td>Approval Process</td>
</tr>
<tr>
<td>James Russell (Trail of Lights Foundation, Kite Festival Foundation, and Zilker Neighborhood Executive Committee member)</td>
<td>Meeting</td>
<td>4-19-32 A-3 Should this have exemptions? B) what is the intent of this? Interpret this as currently defined as tier 3. That a 5k cannot happen at the domain if there is also a 5k in SW Austin. E.) One Day?</td>
<td>Approval Process</td>
<td></td>
</tr>
<tr>
<td>James Russell (Trail of Lights Foundation, Kite Festival Foundation, and Zilker Neighborhood Executive Committee member)</td>
<td>Meeting</td>
<td>4-19-33 A) Will notifications differ by tier? How will notifications work for tier 1 with only 3 days to apply and 1 day prior will know if approved? Is there any merit to the premise that all events are approved until otherwise notified? B) Neighbors and producers need notifications to be very early in the process in order to rectify a potential disapproval. Only ACE has the right to denial? What about affected residents and businesses? Neighborhood Associations currently have &quot;super majority&quot;</td>
<td>notifications</td>
<td>Approval Process</td>
</tr>
<tr>
<td>Stakeholder</td>
<td>Location</td>
<td>Comments</td>
<td>Theme 1</td>
<td>Theme 2</td>
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<tr>
<td>James Russell (Trail of Lights Foundation, Kite Festival Foundation, and Zilker Neighborhood Executive Committee member)</td>
<td>Meeting</td>
<td>4-19-34 B)1 will the applicant be notified? B)3,4,5 per attendee #? Geography? Type? This varies dramatically per event. B) 6 As determined by whom? Can this be a rewarded behavior? Very Expensive Page 15 C)2 Private providers? 4-19-34 E0 How do you know if you’ve submitted an incomplete application of no action is required.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Meeting</td>
<td>4-19-35 A)What’s is an Appeal Team made up of? Neighborhood Input? Affected or denying party input? C) this time table doesn’t apply equitably to all tiers. D) If this is the case then there shouldn’t have been a denial, correct?</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Meeting</td>
<td>4-19-43 F)1 Does this match PETF? J) This is problematic for a long time K) Existing Businesses (Brazos Hall, etc)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stakeholder</td>
<td>Location</td>
<td>Comments</td>
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<tr>
<td>James Russell (Trail of Lights Foundation, Kite Festival Foundation, and Zilker Neighborhood Executive Committee member)</td>
<td>Meeting</td>
<td>4-19-44 attendee definition becomes important here. Parks events have different rules F) this should be incentivized, not mandatory $$$</td>
<td></td>
<td></td>
</tr>
<tr>
<td>James Russell (Trail of Lights Foundation, Kite Festival Foundation, and Zilker Neighborhood Executive Committee member)</td>
<td>Meeting</td>
<td>4-19-50 B)Attendee definition matters again. C) This will be very meaningful for all events $$$$ Who gets to direct paid officers? 4-19-51 D) Flaggers 4-19-52 B) Consistency</td>
<td></td>
<td></td>
</tr>
<tr>
<td>James Russell (Trail of Lights Foundation, Kite Festival Foundation, and Zilker Neighborhood Executive Committee member)</td>
<td>Meeting</td>
<td>14-8-33 A) What’s the application? B) What’s the fee? C) On what criteria?</td>
<td></td>
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<tr>
<td>Stakeholder</td>
<td>Location</td>
<td>Comments</td>
<td>Theme 1</td>
<td>Theme 2</td>
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<tr>
<td>James Russell (Trail of Lights Foundation, Kite Festival Foundation, and Zilker Neighborhood Executive Committee member)</td>
<td>Meeting</td>
<td>14-8-35 Where do they get barricades?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>James Russell (Trail of Lights Foundation, Kite Festival Foundation, and Zilker Neighborhood Executive Committee member)</td>
<td>Meeting</td>
<td>Part 4 What is 14-63? Part 5 What are these?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>James Russell (Trail of Lights Foundation, Kite Festival Foundation, and Zilker Neighborhood Executive Committee member)</td>
<td>Meeting</td>
<td>Music venues have not been included/involved in the stakeholder process. Is the venue operator the event producer or the person renting it?</td>
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<tr>
<td>Stakeholder</td>
<td>Location</td>
<td>Comments</td>
<td>Theme 1</td>
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<tr>
<td>James Russell (Trail of Lights Foundation, Kite Festival Foundation, and Zilker Neighborhood Executive Committee member)</td>
<td>Meeting</td>
<td>temporary fire capacity for venues</td>
<td></td>
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</tr>
</tbody>
</table>
Appendix B ACVB Comments on Draft Special Events Ordinance

From: Linda Atkins <latkins@visitaustin.org>
Date: January 25, 2018 at 4:38:51 PM CST
To: "Manno, William" <william.manno@austintexas.gov>
Cc: "frances.hargrove@austintexas.gov" <frances.hargrove@austintexas.gov>
Subject: RE: Comments on Draft Special Events Ordinance

Bill,

Thank you for taking the concerns and suggested revisions from Visit Austin and sharing them with the facilitator. Our comments below reflect collective feedback from several departments of Visit Austin including Convention Services, Music Marketing and our Sports Commission; all of whom work and collaborate with meeting and event planners producing events in Austin.

  4-19-1(12)(a) Defines a special event as having 100 or more attendees
    - This number should be increased to 175 or more attendees
  4-19-1(12)(c) Is Temporary, involves 100 or more attendees
    - This number should be increased to 175 or more attendees

- Article 2. Special Event Permit
  4-19-20(C) A special event permit is not required for an event that complies with Chapter 14-8, Article 3 (Neighborhood block Party Requirements).
    - Page 1 of the Ordinance document states “An ordinance amending city code title 4 to add Chapter 4-19 relating to special events; repealing and replacing Chapter 14-8 relating to right-of-way closures for special events and neighborhood block parties”
• Question: Does Chapter 14-8 still provide a permitting exception for Neighborhood block parties? Has Chapter 14-8 been repealed and replaced as stated on page one?

• Article 3. Special Event Applications
  • Instead of an application deadline by Tier, perhaps the application deadlines should be on an application pricing scale? For instances, applications submitted 30 days prior to event would be higher priced than an application submitted 90 days out.

• 4-19-30 (B) (4) 120 Calendar Days for a Tier 3 Event
  • One size does not fit all, so again application deadlines should be tied to application fee or permit price

• 4-19-32 (A) “For a Tier 3 or Tier 4 Event, ACE will issue, within 10 business days of receiving a complete application, a preliminary recommendation to approve the application”
  • We believe the preliminary recommendation should be issued within 48 – 72 hours for all events, Tier 1 through Tier 4; this would allow event producers time to remedy any concerns

• 4-19-32 (D) (E) ACE will take final action to approve or deny an application no later than 30 days before a Tier 3 or Tier 4 event; ACE will take final action to approve or deny an application no later than the close of business one business day before the start of a Tier 1 or Tier 2 event
  • Event organizers need more advance notice of approval or denial. This approval timing is not appropriate given the resources invested by the event producers
  • Perhaps, all applications could be reviewed with 72 hours of receipt, and a preliminary recommendation made regarding approval or denial of said application; this would allow the event producer an opportunity to address application concerns and remedy those concerns

• 4-19-34 (E) Except as provided in Section 4-19-31 (C) (Contents of Special Events Application) no action is required to be taken on an incomplete or untimely application.
  • This is not appropriate. Event Producers should be notified if the application has been rejected because it is either incomplete or has not met the required deadlines or is not accompanied with the appropriate permit fees.

• 14-8-22 States that “the director may not approve a closure permit for a special event (1) that would exceed the maximum number of special events, as established by Council, for which a particular public right-of-way may be closed during a calendar year;
  • What is that maximum number?

In addition to the feedback above, we continue to share our interest in working with ACE when we have clients interested in use of right-of-way and parks. There is trend in
our industry for “festivalization” of meetings whereby group organizers want to
transform their events to a festival type atmosphere. Austin is the perfect location to
create what is natural theme for us here.

Thank you again for working with us as we welcome more meetings, conventions and
sporting events to Austin.

Regards,

Linda

LINDA ATKINS | VICE PRESIDENT OF SERVICES
V: (512) 583-7222 | latkins@visitaustin.org | visitaustin.org
From: Ryan Hobbs  
Sent: Friday, January 19, 2018 4:45 PM  
To: Manno, William  
Cc: Adam Gregory  
Subject: Texas Disposal Systems (TDS) Comments - Revised Draft Special Events Ordinance:

Hello Mr. Manno

We had the pleasure of meeting each other at one of the recent stakeholder meetings regarding the proposed Special Events Ordinance. The following brief comments have been prepared by TDS and pertain to the current draft Ordinance under consideration. They are in response to the request for stakeholder comments by the January 19, 2018 deadline.

With regard to the waste reduction and diversion components of the revised draft special events ordinance dated 1-08-2018, in order to fully comply with City Code 15-6-11 through 15-6-13 (which defines the role of the City and that of private collection services as it relates to waste management), Texas Disposal Systems urges City staff and the City Council to amend the ordinance to specify that it should not be interpreted to direct or allow Austin Resource Recovery (ARR) or any other City department to contract to provide waste-related services to event organizers, either directly – using City personnel and equipment – or through private contractors.

It is important to note that City staff are currently interpreting language contained in City of Austin Resolution No. 20091022-040 – which directed the City Manager to implement recycling at City-sponsored events – as direction to contract to provide a full range of waste-related services (including solid waste, recycling, organics, and portable toilet services) to events that in some cases do not appear on the list of officially City-sponsored events. Despite acknowledging that contracting for – and in many cases fully subsidizing the cost of – these waste services “competes with private haulers” in clear violation of City Code 15-6-11 through 15-6-13, City staff continues the practice even now, pending Council action with regard to the recommendations of the Solid Waste Policy Working Group. TDS thus urges that the revised draft special events ordinance be amended to avoid a similar misinterpretation by City staff, and to ensure that event services remain an open marketplace.
If the City desires to incent waste reduction and diversion at special events, TDS would support the City providing a payment voucher or reimbursing event organizers for waste-related services provided by licensed private haulers, in compliance with City Code 15-6-11 through 15-6-13.

For reference:

City of Austin Resolution No. 20091022-040:  
http://www.austintexas.gov/edims/document.cfm?id=131421

City of Austin “Policy Considerations” Memorandum (See Question #2):  

Austin City Code 15-6-11 through 15-6-13:  

Given TDS’ role as one of Austin’s largest providers of solid waste, recycling, organics and portable restroom services for special events, we intend to continue following the development of a Special Events Ordinance and to actively participate in the forthcoming discussions regarding this important Ordinance.

Thanks,

Ryan Hobbs

Texas Disposal Systems, Inc.

(512) 421-1300

www.texasdisposal.com