Special Events Policy Discussion



City of Fort Lauderdale

CAM 19-0863 Exihbit 2 Page 1 of 27

Policy and Ordinance Implications

Special Event Definition

Special Event Application Deadline

Fees

Enforcement of Permit Compliance

Event Limitation (Location, Type and Quantity)

CAM 19-0863 Exihbit 2 Page 2 of 27



A Look at Other Cities



MIAMIBEACH













Defining Special Events

Fort Lauderdale's Definition Outdoor events shall mean any event held in an area not within an enclosed building on public property, private property, or both, whether operated totally outdoors, on stage, under tents or with the use of temporary buildings or structures, to which members of the public are invited as participants, or spectators such as but not limited to concerts, festivals, races, walks, triathlons, circuses, carnivals, shows, exhibitions, and any other similar event conducted outdoors.

> CAM 19-0863 Exihbit 2 Page 4 of 27



Criteria Other Cities Use in Definition

Requires city services (Police, Fire, or Parking) Must have a common purpose, design or goal (as defined by the City Commission)

Attendance minimum

Involves activities otherwise prohibited by Code (such as sound levels, road closures, sale of merchandise, alcohol)

Include indoor events as well

CAM 19-0863 Exihbit 2 Page 5 of 27



Special Event Application Deadline

Fort Lauderdale

 60 days prior to an event.

 includes obtaining City Commission approval.

Delray Beach

- 45, 90, or 180 days prior to the event (depending on the type of event).
- Only new major events in their downtown require Commission approval and have a 180-day application deadline

West Palm Beach

- 6 weeks prior to the event
- 6 months for high impact events
- City Commission approval not required

CAM 19-0863 Exihbit 2 Page 6 of 27

Miami Beach

- 15, 30, or 60 days prior to the event (depending on type of event)
- City Commission approval not required



Special Event Application Deadline

Bayfront Park

- No deadline
- Application approved by Bayfront Trust Board

Seattle

- 90 days prior to the event
- Applications are approved by a mayorappointed committee

Austin

- 3 days-6 months prior to the event
- City Commission approval not required



Fort Lauderdale charges a \$200 application fee for applications submitted at least 60 days prior to the date of the event. Applications submitted within 60 days of the event are charged \$400.

CAM 19-0863 Exihbit 2 Page 8 of 27



Delray Beach

- Application fee
- Special event fee

\$150 (non-refundable)
\$150-500 (depending on
event)

• Security deposit

50% of total estimated costs

- Hourly rates for staffing services (in addition to public safety detail)
- Equipment rental
- City may discount fees for certain events and non-profits



CAM 19-0863 Exihbit 2 Page 9 of 27

West Palm Beach

- Application fee
- Special Event fee
- Security deposit
- Downtown promotions fee
- Special event staff
- Cancellation policy

\$50 (non-refundable) \$25-\$15,000+ \$500-\$15,000 \$500 on-site -- \$35/hour; on call \$25/day, OT if called 50% of deposit returned if event canceled btw 3 months and 6 weeks



Miami Beach

- Application fee
- Special Event Fee
- Security deposit
- Reinstatement fee
- Vehicle Access Pass
- Square footage fee

<u>OR</u>

- Concessions Agreement
- User fees
- Light Pole Banner

\$250 plus a \$250 late fee (non-refundable); can be waived for non-profits \$250-500 (can be waived for non-profits) \$2,500-20,000 If requirements not fulfilled 14 days before event, charged amount equal to special event fee \$150 per pass/per vehicle/per event \$.25 per sf + 7% sales tax

Beach events - 15% of food, beverage, ticket sales and merchandise (non-beach events - 10%) Park and Lincoln Road- 25% of total city services \$50 per pole (\$25 for non-profits) + \$50 admin fee Exihbit 2 Page 11 of 27



Bayfront Park (Miami)

- Non-refundable deposit to hold date
- Damage deposit
- Park/Pavilion Rental
- Beer/Alcohol Vending
- Soda/Beverage/Food Vending
- Arts/Merchandise/Sponsor Vending
- Ticket surcharge

\$6,500
\$1,000-10,000 (based on event type)
\$75,000 plus add'l fees for park staff
\$400 per location
\$100 per location
\$75 per location
\$75 per location
\$.75-\$12 per ticket (based on ticket price)

CAM 19-0863 Exihbit 2 Page 12 of 27



Austin

- Application fee
- Safety Inspection fee
- Sound Permit Fee
- Sound Impact Evaluation
- Permit fees
- Security deposit
- Safety closure fees
- Traffic Control Plan
- Fee Paid Event
- Temporary food event permit

\$250 \$76 minimum \$33 per day \$40 \$200 per block per day (\$4,000 max/day) \$2,000 (refundable upon written request) if surrounding right-of-way is closed \$1,500 city-engineered and sealed' \$500 reuse of previous TCP 2.5% - 4.5% of admission fee (based on ticket price \$35-\$98



- Seattle
 - Application fee
 - Street Use fee
 - Waterway Use fee
 - Parks use fee
 - Commercial sales vendor fee
 - Alcohol sales area

- \$75/\$150 if late (non-refundable)
- Charged per block/per hour
- \$600
- as per department
- \$20
- \$200 (\$100 each add'l)
- All above fees (except application) get a prior-year discount of 25%; fee is increased to be 120% of calculation if application is late
- Staff/inspection fees
- Cancelation policy

hourly rate % of fees are refundable depending on date of cancelation

CAM 19-0863 Exihbit 2 Page 14 of 27



Enforcement of Permit Compliance

Delray Beach fines event producers found in violation of the permit \$250/day until the violation is corrected. They may also receive separate fines from the City for specific violations or citations. Miami Beach issues civil fines of \$1,000 for the first offense in 12 month period, \$2,500 for the second offense and \$5,000 for the third and subsequent offenses. Habitual offenders are restricted from receiving permits for a set period of time.

Austin issues fines for \$2,000 for a violation of fire safety, zoning, or public health and sanitation and \$500 for all other violations for each day.

CAM 19-0863 Exihbit 2 Page 15 of 27



Event Limitation

Delray Beach:

Major events occurring in their Downtown Core are limited during the season (one/month) No permitted events are allowed to occur concurrently or simultaneously in the Downtown Core during the season

They limit the number of times A1A can have street closures annually (12)

They reserve the right to limit events based on availability of City resources

Hometown events have priority and preference Events that are family-oriented and focus on arts, culture, education, etc are preferred

CAM 19-0863 Exihbit 2 Page 16 of 27



Event Limitation

Miami Beach:

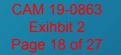
Venues are limited to 5 special event permits per calendar year (City events do not count) Permits cannot be issued to organizers for substantially similar events for more than 4 consecutive days or five non-consecutive days

CAM 19-0863 Exihbit 2 Page 17 of 27



>Expand the special events definition to include

- All public events and events on public property (except special use parks)
 - with anticipated sustained attendance over 250 and
 - Have overt impact* on city services and/or a road closure
- All events in "special use" parks
- All events on private property that have overt impact* on the services that are regularly provided by the city such as public safety and/or road closures.





- Events that don't require permits:
 - Organized activities conducted at sites or facilities intended and used for such activities (i.e., sporting event managed by City, weddings, etc.)
 - Activity by a non-City of FL gov't agency acting within scope of function as long as it doesn't require city services or road closures.
 - Public events or events on public property (except special use parks) with sustained attendance levels under 250
 - Events on private property that do not have overt impact on city services or a road closure

CAM 19-0863 Exihbit 2 Page 19 of 27



Establish event categories

- Minor: <=2,500 total attendance <u>and/or</u> do not have overt impact on City services or a road closure. Commission approval not required (administrative approval only)
- Intermediate (require Commission approval) 2,501-5,000 total attendance
- Major (require Commission approval) 5,001+ total attendance

CAM 19-0863 Exihbit 2 Page 20 of 27



>Extend the application deadline for all but minor events

- 90 days for legacy* intermediate events
- 120 days for legacy* major events and non-legacy intermediate events
- 180 days for new major events
- Applications for intermediate or major events submitted within 60 days of event are not accepted.

* events with 2 or more years of history in good standing

CAM 19-0863 Exihbit 2 Page 21 of 27



>Implement Additional Fees

In addition to non-refundable application fee, add a permit fee

Туре	Non-501c3	501c3
<500 total attendance until 9 or 10 pm	\$150	\$75
<500 total attendance past 9 or 10 pm	\$200-250	\$100-125
500+ total attendance until 9 or 10 pm	\$250	\$125-150
500+ total attendance past 9 or 10 pm	\$300-350	\$150-175
CAM 19-0863		FOI

CAM 19-0863 Exihbit 2 Page 22 of 27



- Recurring events to apply annually and pay one application fee annually. However, the permit fee will be based on frequency of event: Weekly events pay a \$1500 permit fee quarterly; Monthly events pay \$450 quarterly; 501(c)(3) weekly events pay \$1000 quarterly and monthly events pay \$300 quarterly.
- Add a \$500 security deposit for non-beach events on public property. If on private property, deposit equal to amount of City services -- \$500 maximum
- Add a road closure fee of \$25/block/hour (beach events= \$25/500 feet/hour) and \$25/intersection/hour. Fee will be half the cost for partial closures. 501(c)(3) pay \$10/block/intersection/hour
- For events on private property that only require a sound waiver (and, thus, no permit is required)-they pay \$50 per hour. 501 (c)(3) pay \$25/hour

CAM 19-0863 Exihbit 2 Page 23 of 27



Staff Recommendations (Beach/A1A Events)

>Implement fees specific to events on the beach or on or near A1A

• Require escrow amount of 110% of anticipated City services for major events, 75% for intermediate events and 50% for minor events.

• Charge a user fee

- Events with tickets sales or concessions sold: ticket surcharge (\$2-\$3 based on ticket price) OR charge \$.10/square foot (paid City parking areas excluded). Whichever is greater. Minimum \$1,500/day
- Free admission events with no/concessions sold = \$500 per day per 50,000 sf (no charge for events less than 50,000 sf)
- User fee of \$1,000/day for set-up and break-down days (if additional to event days)
 CAM 19-0863
 Evident 2



Implement Compliance Measures

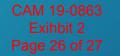
- Issue fines for violations of permit in accordance with state law
- Require event organizers to pay special event staff "detail" to ensure compliance for events
- Event organizers must return an executed agreement before the Commission meeting at which their event is considered. If the agreement is not received, the item will be pulled from the agenda and a permit will not be issued. For events that don't require Commission approval, the agreement must be returned 14 days prior to the event or permit will not be issued.

CAM 19-0863 Exihbit 2 Page 25 of 27



Implement Event Limitations

- Two intermediate or major events cannot be held on the beach, or on or near A1A on the same weekend (except for legacy events that have historically overlapped)
- Two or more non-beach, intermediate or major events located within one mile of the other (i.e., Huizenga Plaza and Esplanade Park) cannot be held simultaneously or concurrently. Exception for the Huizenga Plaza ice rink.
- Promotional events designed primarily to advertise or create publicity for product will not be permitted





Immediate Open Issues

- The City is being asked to consider multi-year agreements for Pridefest (beginning in 2020) and the Boat Show (beginning in 2018). Staff is requesting Commission direction on fees charged for these events.
- Staff is also seeking direction on permitting events on SW 2nd
 Street (including Esplanade Park) during *Hamilton* performances at BCPA (Dec 18-Jan 28).



