

Attachment

Departmental Responses

Bureau of Street Services

BOSS has recommended reducing the permit fee for Farmers' Markets through the establishment of an annual permit at the current cost of a single weekly event or \$528.00, provided that event sponsors pick-up barricades, clean the event area and do not require any additional services from the Bureau.

The issuance of an annual permit (\$528.00) for Farmers' Markets will allow them to be treated in similar manner as Block Parties that do not require additional resources from BOSS.

No additional salary costs will be incurred other than the permit fee. However, additional costs for a Farmers' Market could be incurred if the event sponsor does not clean the affected area.

The BOSS response includes a listing of Farmers's Markets and Permit Fee information for the following periods: Fiscal Year 2008-2009 and 2009 - October 2009 (see BOSS report).

Department of Transportation

As a means of reducing the costs for special events, DOT has proposed shifting responsibility for the installation of temporary traffic control devices to event sponsors, in accordance with DOT standards. DOT will retain responsibility for traffic management plan (TMP) approval and inspection of TMP installations. Further, event sponsors will be given the option of hiring off-duty police officers for traffic control in lieu of DOT Traffic Officers, which would be at a lesser cost than the overtime rate required by the Traffic Officer MOU. DOT advises that they currently provide little to no services to Farmers' Markets or Block Parties and have no salary costs associated with those events. DOT neither requires nor issues special event permits; thus, there are no permit fees charged.

As part of its response, DOT has provided information on existing salary costs for Traffic Officers and transportation engineering staff who develop transportation management plans for medium to large special events and install temporary traffic devices. DOT notes that these positions are subject to furloughs. A schedule of classifications and hourly rates are set forth below:

<u>Classification</u>		<u>Hourly Rate</u>
Transportation Engineering Aide II	Regular Time	\$88.11
	Straight Time	\$37.36
	Time-and-half	\$54.46
Transportation Engineering Associate II	Regular Time	\$111.81
	Straight Time	\$ 47.41
	Time-and-half	\$ 69.11

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Item No. 5

Deputy: Submitted by CIA

Transportation Engineering Associate III	Regular Time	\$124.54
	Straight Time	\$ 52.80
	Time-and-half	\$ 76.97
Transportation Engineer	Regular Time	\$135.33
	Straight Time	\$ 57.38
	Time-and-half	\$ 83.64

In addition to the above existing salary rates, DOT installs and removes temporary parking restriction signs at a flat rate of \$19.00 per sign (an estimated \$100/block). This amount includes the cost of sign fabrication.

DOT is recommending that event sponsor be permitted to post temporary parking restrictions for their events using specifications developed by DOT for placement of permanent Farmers' Market parking restrictions, Road Closed Ahead warning signs and turn restrictions. For Farmers' Markets, the signs will include the day and times they will be in effect and can be permanently installed. Event sponsors will assume the one time cost of sign fabrication and installation.

For Block Parties, DOT will prepare a similar standard drawing of the placement of temporary traffic control devices to inform the public and regulate traffic and parking in the event area. Unlike Farmers' Markets, these are not regularly occurring events. DOT personnel will install and remove temporary parking restrictions. Event sponsors will assume these costs.

With respect to larger special events such as carnivals, festivals, marches, walks, races and runs, DOT will require event sponsor to prepare the a transportation management plan, subject to DOT review and approval. Preparation of a TMP will require the services of a registered civil or traffic engineer. Event sponsors will also responsible for the placement of barricades through the hiring of a licensed barricade firm in keeping with TMP. DOT is also encouraging event sponsors to engage off-duty peace officer for intersection traffic control.

The DOT response includes the following recommendations requiring:

1. Farmers' Markets, as condition of a special event permit involving a street closure, to install at their expense permanent signage in keeping with DOT standard drawings for Farmers' Market street closures;
2. Block parties, as condition of a special event permit involving a street closure, to install temporary signage at their own expense in keeping DOT specifications for block party street closures; and
3. All other special events, as a condition of being granted a special event permit involving a street closure, to hire a registered civil or traffic engineer to design a traffic management plan (TMP) for their event, subject to DOT review and approval; and to hire a licenced barricade firm to install and maintain temporary traffic control devices in keeping with the TMP.

Building and Safety.

The Department of Building and Safety's (LADBS) response focused on Farmers's Markets and Block Parties. With respect to Block Parties, the B&S reports that such events do not usually require a permit issued by the Department, in that they do not have tents or canopies, stages, etc. For Farmers's Markets, LADBS is recommending an annual permit fee of \$275 under the condition that the layout of the event must remain the same throughout the annual permit period. If changes are made to the approved layout of the event as approved by LADBS (e.g. the addition of stages, tents and/or canopies, etc.) a reinspection will be required at a cost of \$90 each time a change is made.

Under existing programs (temporary special events), LADBS is responsible for conducting permit inspections for special events. Special events such as carnivals and promotional activities often require the construction of temporary grandstands/bleachers, stages/platforms and canopies/tents. An inspection is usually conducted on the first day of the event. Additional inspections may be required if proper permits have not been issued, which could lead to an Order to Comply.

LADBS issues the following permits:

- Building Permits for Temporary Special Events (LAMC Sec. 991.106.1.3). Permits costs vary depending on square footage of tents, on-or-off hour inspections, but average cost is estimated at \$500.
- Electrical Permits (LAMC Sec. 93.0216(e)). Average cost is estimated at \$200.
- Engineering Plans when an event includes stages/platforms higher than 30 inches. Permit fees vary depending on size of stage and/or platform and when inspection occurs.

A proposed ordinance amending various sections of the LAMC to create an annual Farmers' Market permit has been submitted to the Board of Building and Safety Commissioners and requests Council and Mayoral approval.

Bureau of Sanitation

The Bureau of Sanitation (BOS) reports it provides a variety of services in support of special events including the delivery and pick-up of 30 and 40 cubic yard roll-off containers, and 60 and 90 gallon, residential refuse and recycling containers. In addition, bulky item pick-up is provided to the community events upon request. No special event permits are issued by BOS.

Should a Farmers' Market or Block Party need such services, BOS advises that it works closely with event sponsors to determine what BOS resources are appropriate for the event to mitigate unnecessary expenditures. Employee salaries and tip fees are typical the only costs enumerated.

BOS reports that a driver's hourly overtime rate is \$44.65, with a four hour minimum (MOU provision).

Other cost considerations include:

Roll-Off Containers-

60 - minute turn-around \$141.00 delivery, pick-up and disposal

90 - minute turn-around \$193.00 delivery, pick-up and disposal
 Residential Refuse & Recycling containers-
 Cost for delivery of 30, 60 and 90 gallon bins.
 60 minute delivery time \$103.94
 90 minute delivery time \$155.91

Tip fees are approximately \$48.52/ton.

Fire Department

In keeping with public safety, LAFD will use “on-duty” inspectors to reduce costs associated with Farmers’ Markets, block parties, carnivals, fesitivals, marches, walks, races, runs and other types of special events.

Existing permit fees include the following:

1. Conduct any fireworks display
 - a. Ground display only \$234/day
 - b. Aerial burst not over 6 inches \$312/day
 - c. Aerial burst over 6 inches \$624/day
2. Conduct any exhibit show, circus or carnival \$468/5 days
3. Use of any tent or membrane structure as a place of assemblage
 - a. 450 to 3,500 sq. ft. \$ 312
 - b. 3,500 to 25,000 sq. ft. \$ 624
 - c. Over 25,000 sq. ft. \$1,248

LAFD will continue to charge for tent permits, as applicable, for special events including Farmers’ Markets and block parties. Permit fees are based on square footage and inspector’s time relative to plan check and inspection. However, for Farmer’s Markets and block parties no fee will be assessed if tent is under 450 sq. ft.

Current permit fees for tents are as follows:

Tent Size	Cost of Permit
Under 450 sq. ft.	no fee.
450-3500 sq. ft.	\$312 for 1 st 2 hours; thereafter \$156/hour.
3,500 - 25,000 sq. ft.	\$624 for 1 st 4 hours; thereafter \$156/hour.
Over 25,000 sq. ft.	\$1,248 for 1 st 8 hours; thereafter \$156/hour.

A means to reduce costs, LAFD will use "on-duty" inspectors to provide site inspections. If it is determined that an Uniform Fire Safety Officer is required, the event will be billed at the standard rate of \$64/hour with a minimum of four hours.

Los Angeles Police Department

The LAPD has forwarded a preliminary report regarding its standard plan to reduce permit fees and salary costs for special events, including Farmers' Markets and block parties. LAPD reports that the Department does not deploy personnel at Farmers' Markets and block parties, unless a specific request is made or special circumstances exist; thus, no LAPD costs are generally incurred for these events.

Currently, sworn officers assigned to a special event on an over-time basis charge at the overtime rate of \$68.00/hour. Should civilian support be assigned, the overtime rate is \$45.00/hour. Under the Department's standard plan, special event sponsors where police deployments are made (i.e. runs, races, walks, etc.) will be charged at the \$68/hour overtime rate. However, if officers are assigned to a special event during their regular duty hours from patrol operations charge at regular hourly rates plus overhead/equipments cost (CAP 30 or 130.77 percent).

For deployments to First Amendment events (governed under Municipal Code Sec. 103.111 and separate from the Special Events ordinance), LAPD cost recovery is currently not undertaken upon the advise of the City Attorney (2005 - arising from potential litigation). Prior to the 2005, LAPD charged a permit fee of \$300 for parades and assemblies, however, the fee has been suspended. The Department is exploring whether or not the fee could be reinstated as the result of the adoption of the Special Event Permit Procedure ordinance.

The Department's report also includes an enumeration of unique equipment/personnel items and estimated costs that may need to be deployed for major (Academy Awards, Grammy Awards, major parades, etc.) including helicopters, mobile field force, tactical support, etc.

LAPD recommends the following:

1. The establishment of a special events overtime account with funds recovered from events where LAPD personnel are deployed (such as runs, races, etc) as provided by the Special Events ordinance;
2. Increase staffing for the Department's Fiscal Operations Division (FOD) by the addition of one Systems Analyst and one Management Analyst as a result of increased workload; and instruct FOD to bill event sponsors post event when actual costs are known; and
3. Development of an integrated interdepartmental tracking and notification system for special events.