

ADDITIONAL DOCUMENT II SAMPLE FEE ANALYSIS

Special Event Permit Fees

The City has established unique fees for each of the event categories based public policy, or based on the cost of City services and resources required for the events. For example, constitutionally-protected event permits are free of charge due to public policy, while fees for valet parking permits are based on a set rate. A sliding scale is used to determine fees for parades/day events based on attendance, because the cost of assigned City services and resources generally rises in direct proportion to increases in attendance.

2006 Special Event Permit Fees Schedule

Exhibit I				
2006 BASE FEE SCHEDULE PER DAY OF EVENT				
Anticipated Attendance	Sporting Event of Parade (plus \$.50 per entrant) for Sporting Event		Day Event	
Number of People	No Entry Fee	Entry Fee	No Entry Fee	Entry Fee
50-1,000	\$200	\$800	\$185	\$800
1,001-5,000	\$410	\$1,950	\$410	\$1,550
5,001-10,000	\$800	\$3,150	\$800	\$2,350
10,001-25,000	\$1,550	\$4,700	\$1,550	\$3,900
25,001-50,000	\$4,700	\$10,450	\$4,700	\$8,550
50,000 or more	\$29,000	\$36,350	\$29,000	\$36,350
Source: <i>Special Events Handbook</i>				

During the analysis of the sample of 59 Special Event Permits, we compared the amount of fees assessed with the schedule to determine the accuracy of the assessed fees. We found that all 59 Special Event Permits were consistent with the 2006 permit fee schedule.

Additional Fees

In addition to the Special Event Permit fee, applicants are often required to obtain other permits or licenses from the City of Seattle, King County or the State of Washington. More than 20 types of permits or licenses were identified that could be required based on the event category, location(s), level of participation, and amenities offered. Examples of other permits and licenses include City trade show or business licenses, park usage fees, or pyrotechnic (fireworks) permits; Public Health temporary food service permits; and Washington State special occasion liquor licenses.

Several Special Events Committee Members indicated that permit applicants expressed concern about the number of permits and amount of fees required for special events. During the audit, we drew a sample of 20 permits reviewed by the Special Events Committee in 2006 to determine the number of permits, type of permits, and associated

permit fees required by special event category. Four events were selected in each category and averaged in each category except the Parades and Day Event category. The average includes only three events because a separate category was created for Seafair due to the unique aspects and costs for the annual three-day celebration.

Exhibit II below displays the results of the audit analysis. The total number of permits obtained includes the Special Event Permits, because one was required for each sample event

Exhibit II				
Average Number of Permits and 2006 Fees for a Sample of 20 Special Event Permits				
Event Category	Average Number of Special Event and Other Permits and Charges	Average Special Event Permit Fees	Average Other Fees¹	Average Total Fees by Event Category
Constitutionally Protected Events	1.75 Per Event	N/A	143	143
Parades and Day Events	2.67 Per Event	527	416	943
Sporting Events	5 Per Event	8,744	455	9,199
Valet Parking	1.25 Per Event	75	19	79
Other Events	2.67 Per Event	670	295	965
Seafair Hydro Race and Airshow	19	\$65,350	\$95,379	\$160,729
Source: Special Events Office, 2006 Special Event Permit Applications, Invoices, and Photocopied Checks and Receipts; and correspondence with City, County, and State agencies handling permit and licensing functions.				

¹ Other fees include Parks use fees, Parks electrical use permits, various Fire Marshall's Office inspection fees, temporary noise variances, hooding meters, etc.