



ADMINISTRATIVE REPORT

Report Date: March 12, 2010
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Meeting Date: March 25, 2010

TO: Standing Committee on City Services and Budgets
FROM: General Manager of Engineering Services
SUBJECT: Film and Special Events Fee Review

RECOMMENDATION

- A. THAT Council approve an increase in the film schedule fee charged to Film and Television production companies for the work done by the Film Office from \$100 to \$150 per schedule;
- B. THAT Council approve the implementation of a fee schedule, as outlined in this report, for individuals, companies, other City Departments and community organizations wishing to organize special events on City streets and public property;
- C. THAT Council approve the elimination of the FEST offset, which provided relief for up to the first \$1,000 of costs for Engineering and Police services for not-for profit events that qualified; and
- D. Subject to the approval of Recommendation B, THAT Council approve
 - i. the on-going and annual events in Appendix A
 - ii. the new events outlined in Appendix B

CITY MANAGER'S COMMENTS

The City Manager RECOMMENDS approval of the foregoing.

COUNCIL POLICY

Permit fees are reviewed periodically to comply with Council policy that fees recover the full cost of providing services or are equivalent to competitive charges where the fee is of a market nature.

Film and Television Policy

In 1988, Council adopted the Vancouver Film Guidelines (see Appendix C), and established a film fee to fund staffing to service the industry.

In 1999, Council revised the film fees to \$50 for an application, and \$100 per work request or film schedule.

Special Event Policy

Current Council policy re events costs include:

- a) events organized by not for profit societies, except those deemed Civic Events, pay Engineering, Police and other related City costs; but there is no charge for work by Special Event Office staff and no charges for lost meter revenue; and
- b) commercial and corporate event applicants are charged a flat fee of \$100 for staff time; and pay full lost meter revenue fees as well as all Engineering, Police and other related City costs.

A FEST offset of up to \$1,000 is available to organizers of not-for-profit community based events to help cover the cost of Engineering and Police services for events. This offset is administered by the Special Events Office.

In 2008 Council delegated approval authority for use of City streets for recurring annual events and new events not requiring significant road closures and not having other major public impacts to the City Engineer; significant new event requests are brought to Council for approval. Events that have wider impacts are referred to FEST (Festival Expediting Staff Team)

In 2004 Council adopted a number of new special event policies, including the following:

" Council welcomes celebrations and special events for their contribution in making Vancouver a vibrant City, in reflecting our cultural diversity and neighbourhood character, and for the economic, cultural and recreational benefits they bring to the City. Council supports the facilitation of these events by staff, encourages mitigation of short-term disruptions in neighborhoods and encourages citizens to welcome these activities and to participate in them. "

SUMMARY

The Film and Special Events Office provides a high level of service to both the film industry and special events organizers. In order to encourage and support film and television work in the City, the City must provide a higher level of service than is currently provided. The Film and television industry supports higher fees if a higher level of service is provided.

Under the 2010 Budget, the service reductions included the elimination of two Special Event Liaison positions. Council gave staff direction to review the Special Event fee structure to mitigate the service reduction. The Special Event fees proposed in this report would cover the cost of the two Special Event Liaison positions and maintain the Special Events approval and co-ordination functions for the City.

PURPOSE

The purpose of this report is to:

- Seek Council approval to increase the Film Fees so that the Film Office can provide a higher level of service to the film and television industry. The objective is to support and encourage the film and television industry to continue to choose Vancouver as a preferred location for productions
- Seek Council approval for a revised Special Event fee structure to mitigate the impacts of the service reductions in the 2010 budget. The objective is to recover the costs for the two Special Event Liaison positions in order to continue the Special Events in the City
- If the Special Event fee structure is approved, to Seek Council approval for the 2010 Special Events as listed in Appendices A and B

BACKGROUND

Film Office

The Vancouver Film Office is acknowledged by the international film industry as a significant reason for the City's, and the Province's, outstanding reputation as a great place to film. The Film guidelines, approved more than two decades ago by Council, still serve as the gold standard for municipal regulations; they allow the industry the freedom it requires to fulfil its creative needs while protecting neighbourhoods from onerous impacts of unregulated filming.

On April 25th, 1980 Council approved the establishment of the Film Office, under the authority of the City Engineer, to coordinate City services to the film industry. Tremendous growth in the industry in the following decades resulted in increased staffing levels, and in 2007 there were four FTE Film Liaison positions, a film officer a (50% FTE) Clerk and the Manager of the Film & Special events office all involved with filming work.

While external factors such as the fluctuations in the value of the Canadian dollar, the economic variations and tax incentives offered by other jurisdictions have greatly impacted the film industry in British Columbia, Vancouver continues to be a popular location for filming. Although it is unlikely film production will ever again reach the heights it did in 2006 (\$2 billion in BC) the Film Office will continue to operate on a cost-recovery basis.

Special Events

Special Events are an important component for a vibrant community. Special events range from residential block parties to multi-day celebrations, such as the Celebration of Light. Special events may be organized by residents, community and not-for-profit organizations, or commercial and corporate organizations.

Approval of Special Events

Council approves significant new event requests, which are brought to Council by staff for approval. The City Engineer has the authority to approve the use of City streets for recurring annual events and new events that do not require significant road closures and do not have a major impact on the public. Events that have wider impacts are referred to FEST (Festival Expediting Staff Team)

City Resources to support Special Events

City staff, through the Special Events Program, assists organizers and coordinate any City or external services required to support the special event. Interest in organizing and presenting special events has grown dramatically in the past decade; and the difficulty in finding public spaces available for them has also increased. Development of almost all the flat surface parking lots in the downtown area, as well as the increased residential developments in the same areas, has made it more onerous, and expensive, for event planners to both find spaces for events and to deal with the impacts of them.

This means that Special Events staff have become more involved earlier in the process, and remain involved throughout the planning and implementation stages of event management. The increase in numbers of events and the increased need for City support in organizing them, has necessitated both an increase in staff and additional costs to the Engineering Budget; cost that are not recovered by fees. With the significant increase in Block Parties the cost to the Special Events office not only in staff time, but also in insurance fees, adds to the budget shortfall.

Special Events Program staff help coordinate City and outside approvals organizers are required to have for events occurring on public property or City streets, or for events on private property where the public might be impacted. For smaller, low impact the Special Events Program staff coordinate independently with events organizers, who are directed to other City Departments for specific approvals.

For larger more complex events a FEST meeting is held. FEST (Festival Expediting Staff Team - chaired by the Film and Events Officer) includes staff from various Engineering branches, other City departments, Vancouver Police and Park Board, as well as Coast Mountain Bus Company, Translink, BC Liquor Distribution Branch, BC Ambulance, Coast Guard, Ports, Ministry of Transportation, Skytrain, as required. FEST assesses and addresses issues, such as traffic disruptions, noise, health and safety concerns, and other impacts on the public and community. Any new events or events that have significant changes to previously approved plans are brought to Council's attention individually for more specific approval.

On June 23rd, 1983 Council approved the establishment of a policy to charge the costs of providing Police services to special event organizers; adding them to the charges already levied to event organizers for signing costs and clean-up costs. The only events excluded from being charged for services were those deemed Civic Events, for which the City covers the costs of City services. These include Remembrance Day, Celebration of Light, Grey Cup Parade and PNE Parade.

In that report Council also approved a staff recommendation that Engineering administrative costs continue to be absorbed in the City's Revenue Budget as a general service. These engineering administrative costs are the Special Event Program staff and office.

2010 Special Events Budget

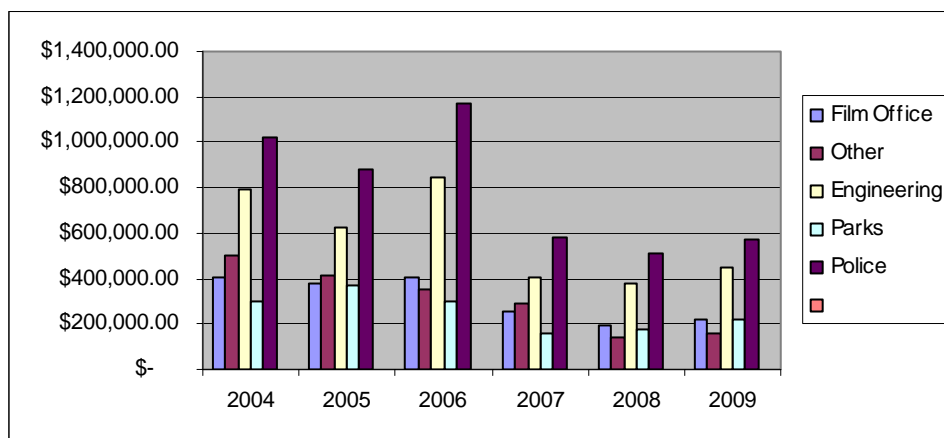
On December 18, 2009, Vancouver City Council passed the 2010 Operating Budget. Council faced many difficult choices due to the challenging economic conditions, including service and program reductions and cuts. One of the many difficult choices made by Council was to eliminate the \$165,000 budget for the Special Events program (other than Remembrance Day), with the proviso that staff explore a mitigation strategy of a user fee structure for Special events in order to maintain all or a portion of the Special Events Program.

The Special Event Program cuts included two full-time Special Event Liaisons with a combined cost of \$108,000 (wages and benefits) and the \$57,000 FEST Offset funding. The FEST Offset funding provided a subsidy of up to \$1,000 for qualified not-for-profit events to use against the cost of Police and Engineering services.

DISCUSSION

Film and Television

The City’s support for charging the film industry fees on a cost-recovery basis for City Services sets a good example for the industry generally, and protects the City from allegations of approving filming for monetary benefit. As well, the Film Office provides one-stop access to all other City Departments, and acts as the financial manager for all City services. The Film Office establishes a deposit account for each production, and coordinates the payment of fees to all departments, as well as Park Board and VPD. The following graph shows the charges collected by the Film Office for other City other departments over the past five years.



Film Application Fee

The current application fee of \$50 is charged for each location. Film and television productions commonly have multiple locations and an application fee is charged for each. The current application is refundable if the production proceeds and requires a Film schedule.

With increased development throughout the city, and in particular the wide-spread increase in residential development in the downtown urban core, identifying locations for filming has become more difficult, and every location approval takes much longer to process. Every surface parking lot that is replaced by a building means fewer opportunities for parking film vehicles and higher costs; and the need to coordinate film activity with the work of other Engineering branches and private construction requires much more coordination.

While the complexity of each location can range considerably, staff spend an average of 3 hours per permit, at an approximate cost to the City of \$96 (wages and benefits). Staff work closely with the production regarding location, local and wider impacts, facilitate resolution of conflicts with other activities, identify City and external services required to support the event, approve and administer the permit, and respond to public inquiries and complaints regarding the production.

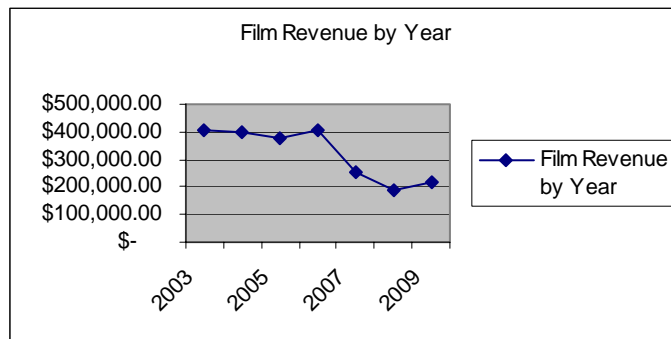
Staff recommend that the application fee for filming, currently \$50 and refundable be increased to \$100 and non-refundable to reflect the increased cost of application processing.

At \$100, the Film Application fee is not expected to have a material impact on the decision for a production to locate in the City as long as the level of service provided by the City provides value to the production.

Film Schedule Fee

The current Film Schedule Fee is \$100 per schedule. Film Schedule is a term that encompasses both Street Use Approvals (SUPs) and Film Activity Approvals (FAPs), and is basically a work request for City services.

The Film Schedule fee is intended to cover the costs of the Film Office staff to coordinate and arrange City services requested or required to support the production. In addition to the Film Schedule fee, productions pay for the actual services required to fulfil the work requests and street use approvals. Charges for City services are on a cost recovery basis and include the cost of materials and labour to do the required work, such as policing or fire support, making decals, parking meter hoods, installation and removal of street signs, removal and reinstallation of lamp standards and bollards, adjustments to street lights, or other City service. Productions also pay for lost parking meter revenue. The following graph shows Film Office revenues for 2003-2009.



Increasing film schedule fee to \$150 per film schedule will facilitate a higher level of service from the Film Office. With the current Film Schedule fee, it is difficult to have liaisons available for on-site location meetings before City services are identified and agreed on. It is also difficult to have them in attendance to check on filming as it occurs. It is beneficial to the productions and the public if the City has staff available to respond to concerns with an on-site visit.

Staff recommend that the Film Schedule fee be increased from \$100 to \$150 and be made non-refundable to increase the service level on a cost recovery basis. The film industry supports this increase in fees to help support a higher level of service.

Special Events

For many years staff in the Film and Special Events office provided assistance to all event organizers at no cost. Work on special events was done by staff who also worked on filming approvals, and the event work done as part of their daily routine. However, as interest in events grew significantly in the past decade, and the complexities in coordinating both events and filming increased, staff were no longer able to do both.

The Special Events Program has been a success and the number of special events in the City has more than doubled since 2003.

Special Events 2004-2009						
	2004 Events	2005 Events	2006 Events	2007 Events	2008 Events	2009 Events
Block Parties	103	130	148	96	144	* 166
Cultural Events	40	50	53	31	31	58
Sporting Events	41	50	51	14	23	21
Promotional/Events	33	45	47	38	51	85
Parades/Processions	30	35	36	17	21	19
Total Event Applications	423	539	546	450	600	621

* includes
27 car
free day
events

The Special Events Office deals with thousands of e-mail and phone inquiries every year about events; explaining processes, providing information and suggestions, and connecting callers with the specific service providers both within the City and externally. Staff also process the special event applications, organize and Chair FEST meetings, bringing together Organizers and members of FEST, arrange for City services required to support the event, administer the billing of City services, provide guidance for the organizers, provide on-site consultation, problem solve, ensure all other permits, approvals and insurance are in place prior to final approval, assist with residential notification, provide guidance day of and handle public inquiries and complaints related to the event.

In 2009, 247 events required City services; more than 65 of them required FEST or on-site meetings, and more than 30 (runs, marathons and parades etc) require extensive work. The combined billing for City services provided to special events in 2009 was more than \$700,000. These recoveries, administered by the Special Events Office, pass to the departments and do not cover the Special Event Office time or expenses to coordinate them.

For the vast majority of event organizers such as schools, service clubs, cultural organizations, sporting groups and individuals, staff have continued to provide advice and guidance at no-cost. In the case of Block Parties, the Special Events Program staff not only provide advice on organizing events, but also makes barricades available at no cost, and even provides insurance coverage - at a cost to the office of approximately \$3,000 per year. The Special Events Program staff also support Block Parties with multilingual information.

In 2004 Council approved the introduction of an administration fee for commercial special events to cover the costs of staff time in approving the event, administering any signing work required to put them on and ensuring notification of residents impacted by them. As well, fees were charged for Special Event Market Permits, which help control vending inside the designated special event zone.

Revision of Special Event Fee Structure

With the elimination of two Special Events liaison positions in the 2010 Budget process the office will have to be discontinued unless the proposed fee schedule is approved. While

special events would no longer be approved by the City, this would not necessarily mean that events could not take place. City services could be requested and reviewed by individual departments in a piece-meal manner without co-ordination. All billings would also be dealt with individually.

Under the mitigation strategy, to maintain the two Special Events liaison positions and the function of the Special Events Program, the fee structure for special events must recover at least \$108,000 for wages and benefits. The fee structure for special events is proposed as discussed below.

Block Parties Permit Application Fee

Under the current system, block party applicants pay no fees. In 2009, 166 block parties were approved under the Special Events Program (27 as part of Car Free Day in Kitsilano). The process for approving block parties is relatively consistent and staff spends approximately 30 minutes to process a block party permit application, at an approximate cost to the City of \$16 (wages and benefits). Staff also spend time responding to inquiries about the block party application process. In addition to the permit to use City street space, the block parties also receive free liability insurance (approximate cost to City of \$35 per block party) and free use of City barricades.

Staff recommends that a non-refundable Block Party Permit Application Fee of \$50 be implemented to achieve cost recovery for the Block Party Program.

The \$50 permit application fee is projected to decrease the number of block party applications, as these events generally do not have a budget. While staff has not surveyed block party organizers, staff estimate that a worst case scenario could be a drop by about 25% to about 110 block parties from the 166 held in 2009.

Community & Not-for-Profit Event Permit Application Fee

Under the current system, permits for community and not-for-profit events have no fee. In 2009, 375 community and not-for-profit events were approved under the Special Events Program. While the complexity of these events can range considerably, staff spends an average of 3 hours per permit, at an approximate cost to the City of \$96 (wages and benefits). As these events can have a greater impact on the public, staff work closely with the applicant regarding location, local and wider impacts, facilitate resolution of conflicts with other activities, identify City and external services required to support the event, approve and administer the permit, and respond to public inquiries and complaints regarding the event.

Staff recommends that a non-refundable Community & Not-for-Profit Event Application Fee of \$100 be implemented to achieve cost recovery.

The \$100 permit application fee may result in some smaller events not proceeding due to very limited budgets. Overall, staff predict that the number of these events that might not proceed due the \$100 fee could be on the order of 10% or about 40 events. The majority of community or not-for-profit events are predicted to proceed as \$100 is a relatively low percentage of the total cost to the organizer to put on an event.

Examples of community or not-for-profit events include:

- Francophone Festival
- Vaisakhi Parade, Pride Parade
- Run for the Cure
- Car Free Day

Corporate and Commercial Events Application Fee

Under the current system, applicants for corporate and commercial events are charged a \$100 Activity Permit fee. In 2009, 85 corporate and commercial events were approved under the Special Events Program, a slight increase over 2008. Some of these events are put on for a public benefit, others are more commercial in nature, but all involve some sort of brand identification. The use of city streets or public property is often requested because it's less costly than paying rental fees for private open space. To discourage the disruption the more commercial events cause, Special Event staff propose a sliding scale of fees for such events, ranging from \$200 for short term and simple street use requests to \$800 for larger public gatherings that take place over longer periods of time in more public places. The fee would be determined by amount of work required; examples would be:

- \$200 - request for street use of less than 6 meter spaces (or equivalent non-metered space) for no more than one day
- \$300 - \$400 - street use of more than six meter spaces for 1 to 2 days, with minimal City services required (FEST meeting)
- \$500-\$600 - street use of more than six meter spaces with tents, lights or staging and requiring City services, FEST meeting etc.
- \$700-\$800 - major street closure with approved traffic plan, Police presence, site meeting, FEST meeting & day-of monitoring

The increase in the permit application fee is not expected to have a significant impact on the number of corporate and commercial events as this amount is a relatively low percentage of the total cost to the organizer to put on an event.

Examples of corporate and commercial events include:

- BC Lions Street Party
- Play On Vancouver Street Hockey Tournament
- Gastown Chili and Blues Festival

City Services Coordination

In addition to the permit application process, the Special Event staff also coordinates City services and administers the accounting for all departments involved in special events. In 2009, Special Event Program staff arranged and billed more than \$700,000 of City services for special events. These services included policing costs, facility rentals, lost parking meter revenues, changes to parking and traffic signs, hydrant use, and other services.

The coordination service allows a "one stop" service for event organizers and provides a coordinated approach for City services. In addition, Special Event staff relieve the administrative burden from the various departments that provide City services to special events.

The coordination of the City services has not been charged to the user. Some special events do not require City services, some require a moderate level of City services, and a few require a very high level of City services. Special Event staff time spent on coordinating City services is directly proportional to the amount of City services required.

The two Special Event staff spend approximately half of their time coordinating City services for special events, which also includes preparation and verification of the City invoices for these services. The cost to the City for staff time to provide the coordination service is estimated at about \$54,000 (wages and benefits).

Staff recommends that a Special Event Coordination Fee of 8% be implemented on all City services to achieve cost recovery for the time spent by Special Event staff to coordinate these services for corporate and commercial events.

ALTERNATIVES/OPTIONS

For the film schedule fees, the alternative to the recommended \$50 increase to the film schedule fees is to maintain the fees at the current \$100 level. The implications are that the Film Office will not recover the costs of the program and service levels will be reduced.

For the Special Event fees, the alternative to the recommended fees is to cut the Special Events Program. The City would no longer issue Special Event permits or support special events. The implications are that special events would not proceed, move to another municipality, or proceed in an unauthorized manner.

FINANCIAL IMPLICATIONS

Film Fees

In 2009, the Film office processed about 500 film applications. The proposed increase in the Film Application fee from \$50 to \$100, would result in an estimated \$25,000 of new revenue for the Film Office.

In 2009, the Film Office processed approximately 2,000 film schedules. The proposed increase in the Film Schedule fee from \$100 to \$150 per schedule, would result in an estimated \$100,000 of new revenue for the Film Office.

This new revenue would cover the general cost increases resulting from the complexity of the work required, and allow the Film Office to restore and enhance the level of service to the film industry. The changes are summarized in the following table.

Source	Number	Proposed Fee	Additional Revenue
Film Application Fees	500	\$100/application Increase from \$50	\$25,000
Film Schedules	2,000	\$150 / Schedule Increase from \$100	\$100,000
Total Additional Revenue			\$125,000

Special Event Fees

The proposed new and modified changes to keep the Special Events Program are estimated to generate the following new revenue:

Source	Number	Proposed Fee	New Revenue
Block Parties	110	\$50/permit/ Increase from \$ 0	\$ 5,500
Community & Not-for Profit	335	\$100/permit Increase from \$ 0	\$33,500
Corporate & Commercial	100	\$200/permit Increase from \$100	\$10,000
Coordination Fee	n/a	8% on \$700K of City Services	\$56,000
Total New Revenue			\$105,000

The projected new Special Events revenue does not cover the full amount (\$165,000) of the 2010 Budget service level reductions for Special Event. The projected new revenue would cover about 97% of the \$108,000 cost (wages and benefits) for the two full-time Special Event Liaisons. The new revenue and the elimination of the FEST Offset (2009 budget of \$57,000) would meet the 2010 budget reduction approved by Council.

The projected new revenue does not cover the 2010 Budget service level reduction for the \$57,000 of FEST Offset. Staff recommends that the FEST offset program not be activated in 2010 as collecting fees from Special Events to provide an offset back to the special event has little value.

Organizations of major special events like the Vancouver International Marathon, and others like Tourism Vancouver and the Vancouver Economic Development Commission who analyse their impacts, attest to the financial benefits special events bring to the Vancouver.

PERSONNEL IMPLICATIONS

The proposals in this report would allow the Film and Special Events Office to reinstate the funding for one of the Film Liaison positions, which was used as a budget management strategy in 2009, and ensure that there is adequate staffing to maintain the level of service required by the film industry. It would also retain two special event positions that were anticipated to be eliminated after the 2010 budget reductions.

SOCIAL IMPLICATIONS

As approved by Council in a 2004 Report, Council welcomes celebrations and special events for their contribution in making Vancouver a vibrant City, in reflecting our cultural diversity and neighbourhood character, and for the economic, cultural and recreational benefits they bring to the City. Council supports the facilitation of these events by staff, encourages mitigation of short-term disruptions in neighborhoods and encourages citizens to welcome these activities and to participate in them.

COMMUNICATIONS PLAN

The Film and Special communities have been notified of the proposed changes to the fee structure. To date, no objections have been registered.

For the film fee increases, the Directors Guild of Canada (British Columbia District Council) and the Motion Picture Production Industry Association of B.C. have been made aware of the proposed increases in film schedule fees and support them.

For the special event fees, all applicants for 2010 have been informed of the proposed fees. To date, 114 special event applications for 2010 have been received, with none withdrawn due to the proposed fee implementation.

CONCLUSION

The proposed changes to the Film fees will allow the Film Office to provide a level of service to support encourage the film and television industry to choose Vancouver as a location for their productions. The proposed changes to the Special Event Fee structure will allow the City to continue to approve special events throughout the City, and assist organizers to put them on safely.

* * * * *

#	2010 EVENT NAME	EVENT TYPE	START DATE	END DATE	ROAD CLOSURE	VAG
2010 ONGOING						
1	GM PLACE EVENT PLAN - MASTER ORDER	Other	1-Jan-10	31-Dec-10	NO	
2	GM PLACE EVENT PLAN - MASTER ORDER	Other	1-Jan-10	31-Dec-10	NO	
3	GM PLACE EVENT PLAN - MASTER ORDER	Other	1-Jan-10	31-Dec-10	NO	
4	GM PLACE EVENT PLAN - MASTER ORDER	Other	1-Jan-10	31-Dec-10	NO	
5	GM PLACE PRODUCTION PARKING - MASTER ORDER	Other	1-Jan-10	31-Dec-10	NO	
6	GM PLACE PRODUCTION PARKING - MASTER ORDER	Other	1-Jan-10	31-Dec-10	NO	
7	GM PLACE PRODUCTION PARKING - MASTER ORDER	Other	1-Jan-10	31-Dec-10	NO	
8	GM PLACE PRODUCTION PARKING - MASTER ORDER	Other	1-Jan-10	31-Dec-10	NO	
JANUARY						
1	BC PLACE EVENT PLAN - MASTER ORDER	Other	1-Jan-10	31-Dec-10	NO	
2	BC PLACE EVENT PLAN - MASTER ORDER	Other	1-Jan-10	31-Dec-10	NO	
3	OLYMPIC OPS REQUESTS - MASTER (DO NOT USE)	Other	1-Jan-10	31-Dec-10		
4	OLYMPIC OPS REQUESTS - ABBOTT, EXPO & PACIFIC CLOSURES	Other	4-Jan-10	14-Mar-10		
5	VANOC - OLYMPIC GAMES TEST RUN	Other	14-Jan-10	14-Jan-10		
6	STREET USE PARKING (100 DAVIE)	Other	21-Jan-10	25-Jan-10		
7	LUNARFEST	CULTURAL	22-Jan-10	28-Feb-10	YES	
8	ROLSTON AT THE CECIL	CORPORATE FUNCTION/PROMOTION	26-Jan-10	26-Jan-10	NO	
9	GALLERY OPENING	CORPORATE FUNCTION/PROMOTION	29-Jan-10	29-Jan-10	NO	
10	100TH EPISODE PARTY FOR A WARNER BROS TV SHOW	CORPORATE FUNCTION/PROMOTION	30-Jan-10	31-Jan-10	NO	
FEBRUARY						
1	BC HYDRO PLAZA EVENT PARKING	CORPORATE FUNCTION/PROMOTION	8-Feb-10	21-Mar-10	NO	
2	THE LUCKY LOONIE LAUNCH/VIP PARKING	CORPORATE FUNCTION/PROMOTION	11-Feb-10	11-Feb-10	YES	
3	VANOC - YOUTH DIALOGUE	Other	11-Feb-10	11-Feb-10		
4	CTV BROADCASTING FROM THE VANCOUVER ART GALLERY	Other	11-Feb-10	12-Feb-10	NO	VAG
5	GIBSON GUITAR PARTY	CORPORATE FUNCTION/PROMOTION	11-Feb-10	12-Feb-10	NO	
6	MASCOT MANIA	Community	11-Feb-10	12-Feb-10	NO	
7	OLYMPIC OPS REQUESTS - TORCH RUN	Other	11-Feb-10	12-Feb-10		
8	VEHICLE STAGING OF SATELLITE UPLINK TRUCK	Other	11-Feb-10	23-Feb-10		
9	HYCROFT HOUSE VIP PARKING	Other	11-Feb-10	1-Mar-10	NO	
10	CTC FILMING OF TORCH BLESSING CEREMONY	Celebration/Public Festival - One Day	12-Feb-10	12-Feb-10		
11	PASSING THE TORCH IN CHINATOWN	Celebration/Public Festival - One Day	12-Feb-10	12-Feb-10	NO	
12	MADE IN VANCOUVER FESTIVAL	Celebration/Public Festival - Multi-Day	12-Feb-10	28-Feb-10	YES	
13	PEDESTRIAN COORIDOR BUSKER MANAGEMENT	Other	12-Feb-10	28-Feb-10		
14	VPD VIP PARKING	Other	12-Feb-10	28-Feb-10	NO	
15	TIME FRAME GALLERY SAMPLE TENT	CORPORATE FUNCTION/PROMOTION	12-Feb-10	1-Mar-10	NO	
16	CONTAINR 2010	Other	12-Feb-10	9-Mar-10	NO	
17	PRIDE HOUSE & GRAND OPENING	Community	12-Feb-10	21-Mar-10	YES	
18	OFFSETTERS	CORPORATE FUNCTION/PROMOTION	13-Feb-10	28-Feb-10	NO	
19	VITAMINWATER CANADA/COCA-COLA	CORPORATE FUNCTION/PROMOTION	13-Feb-10	1-Mar-10	NO	
20	2010 SPRING FESTIVAL PARADE	Parade	14-Feb-10	14-Feb-10	YES	
21	BC DAY - 2010 WINTER OLYMPICS	Other	14-Feb-10	14-Feb-10	NO	
22	HOMEGROUND	Community	19-Feb-10	30-Apr-10	YES	

#	2010 EVENT NAME	EVENT TYPE	START DATE	END DATE	ROAD CLOSURE	VAG
MARCH						
1	BIENNALE ENTERTAINERS	Cultural	7-Mar-10	7-Mar-10	YES	
2	HARRY'S SPRING RUN-OFF 8KM TO FIGHT PROSTATE CANCER	Sporting Event	7-Mar-10	7-Mar-10	NO	
3	PARALYMPIC TORCH RELAY MEDIA	Other	8-Mar-10	8-Mar-10	NO	
4	PARALYMPIC COACH TOUR	CORPORATE FUNCTION/PROMOTION	11-Mar-10	13-Mar-10	NO	
5	PREP FOR AUTO SHOW	CORPORATE FUNCTION/PROMOTION	22-Mar-10	22-Mar-10	NO	
6	RALLY FOR ANCIENT FORESTS AND FORESTRY JOBS	Demonstration (with March)	27-Mar-10	27-Mar-10	NO	VAG
7	MEMORY MARCH	Walk or Run	28-Mar-10	28-Mar-10	NO	
APRIL						
1	WORLD AUTISM AWARENESS DAY	Rally	1-Apr-10	1-Apr-10	NO	VAG
2	LIVE STATIONS OF THE CROSS	Religious or School Event	2-Apr-10	2-Apr-10	NO	
3	RELIGIOUS PROCESSION	Religious or School Event	2-Apr-10	2-Apr-10	NO	
4	ST GEORGES, GOOD FRIDAY	Religious or School Event	2-Apr-10	2-Apr-10	NO	
5	BLESSING OF EASTER BASKETS	Religious or School Event	3-Apr-10	3-Apr-10	YES	
6	GIRL GUIDE COOKIE SALES	Fund Raiser	3-Apr-10	2-May-10	NO	VAG
7	BLACK BREAKFAST	CORPORATE	6-Apr-10	6-Apr-10	NO	
8	VASAIKHI PARADE	Parade	10-Apr-10	10-Apr-10	YES	
9	DAY FOR DARFUR	Rally	11-Apr-10	11-Apr-10	NO	VAG
10	HAMILTON STREET HOCKEY TOURNAMENT	CORPORATE	11-Apr-10	11-Apr-10	YES	
11	BIKE THE BLOSSOMS	Community Event	17-Apr-10	17-Apr-10	NO	
12	EARTH DAY CELEBRATION	Religious or School Event	21-Apr-10	21-Apr-10	YES	
13	KERRISDALE CARNIVAL DAYS	Community Event	24-Apr-10	24-Apr-10	YES	
14	VOKRA'S WALK FOR KITTIES	Walk or Run	25-Apr-10	25-Apr-10	NO	
15	DAY OF MOURNING	Rally	28-Apr-10	28-Apr-10	NO	VAG
16	BURRARD BRIDGE FUELING STATION	CORPORATE FUNCTION/PROMOTION	29-Apr-10	29-Apr-10	NO	
17	JEANS DAY BBQ	Fund Raiser	29-Apr-10	29-Apr-10	NO	VAG
18	ELEMENTARY SCHOOL CONCERT - BUS DROP OFF/PICK UP ZONES	CORPORATE FUNCTION/PROMOTION	29-Apr-10	12-May-10	NO	
MAY						
1	ST GEORGE'S SCHOOL FAIR	Religious or School Event	1-May-10	1-May-10	NO	
2	BMO VANCOUVER MARATHON	Sporting Event (non-walk/run)	2-May-10	2-May-10	YES	
3	SIGNATURE CONCERT (SHOWCASING MUSIC EDUCATION)	Community Event	3-May-10	3-May-10	NO	VAG
4	DUTCH REMEMBRANCE DAY	Other	4-May-10	4-May-10	NO	
5	CITY OF BHANGRA 2010 - DOWNTOWN BHANGRA	Celebration/Public Festival - Multi-Day	7-May-10	8-May-10	NO	VAG
6	STONE SOUP FESTIVAL (15TH ANNUAL)	Celebration/Public Festival - One Day	8-May-10	8-May-10	GREENWAY	
7	THE VANCOUVER SUN RUN	Sporting Event (non-walk/run)	9-May-10	9-May-10	YES	
8	INNER CITY KIDS WEEK KICKOFF - PULLING FOR INNER CITY KIDS	Community Event	10-May-10	10-May-10	NO	VAG
9	MINING FOR MIRACLES	CORPORATE EVENT	13-May-10	13-May-10	NO	VAG
10	VANCOUVER CHINATOWN NIGHT MARKET	CORPORATE EVENT	14-May-10	5-Sep-10	YES	
11	FAIR IN THE SQUARE	Community Event	16-May-10	16-May-10	NO	
12	VANCOUVER INT'L CHILDREN'S FESTIVAL	Celebration/Public Festival - Multi-Day	17-May-10	24-May-10	NO	
13	LAUNCH OF SAFE BOATING AWARENESS WEEK	Community Event	20-May-10	20-May-10	NO	VAG
14	COLLINGWOOD DAYS	Celebration/Public Festival - One Day	29-May-10	29-May-10	YES	
15	SOUTH HILL FESTIVAL	Celebration/Public Festival - One Day	29-May-10	29-May-10	YES	
16	WOMENS REGATTA IN FALSE CREEK	Sporting Event (non-walk/run)	29-May-10	29-May-10	NO	
17	PMC-SIERRA SCIENCE FAIR FUN RUN	Sporting Event (non-walk/run)	30-May-10	30-May-10	YES	

#	2010 EVENT NAME	EVENT TYPE	START DATE	END DATE	ROAD CLOSURE	VAG
18	RUNNING ROOM SHAUGHNESSY 8K RUN & CINDY	Sporting Event (non-walk/run)	30-May-10	30-May-10	NO	
19	E-HEALTH 2010 CONFERENCE FUN RUN	CORPORATE EVENT	31-May-10	31-May-10	NO	
JUNE						
1	APTA 2010 RAIL RODEO	CORPORATE FUNCTION/PROMOTION	2-Jun-10	5-Jun-10	NO	
2	MIRACLE WEEKEND	Celebration/Public Festival - Multi-Day	5-Jun-10	6-Jun-10	NO	
3	VELOPALOOZA KICK OFF	Community Event	6-Jun-10	13-Jun-10	NO	
4	TNA WESTSIDE CYCLING CLASSIC	Sporting Event (non-walk/run)	6-Jun-10	6-Jun-10	YES	
5	MEC BIKEFEST	Celebration/Public Festival - One Day	12-Jun-10	12-Jun-10	NO	
6	PLAY ON! VANCOUVER	CORPORATE FUNCTION/PROMOTION	12-Jun-10	13-Jun-10	YES	
7	GRANDPARENTS WALK AND RALLY	Walk or Run	13-Jun-10	13-Jun-10	NO	VAG
8	POINT GREY FIESTA	Celebration/Public Festival - Multi-Day	18-Jun-10	20-Jun-10	YES	
9	FESTIVAL D' FRANCOPHONE	CULTURAL	19-Jun-10	19-Jun-10	YES	
10	NATIONAL ABORIGINAL DAY	CULTURAL	19-Jun-10	20-Jun-10	NO	VAG
11	RIO TINTO ALCAN DRAGON BOAT FESTIVAL	Sporting Event (non-walk/run)	19-Jun-10	20-Jun-10	NO	
12	PRACTICE WHAT YOU PREACH WALK/RUN	Walk or Run	25-Jun-10	25-Jun-10	NO	
13	WALK TOGETHER FOR LUPUS	Walk or Run	25-Jun-10	25-Jun-10	NO	
14	EAST SIDE PRIDE	CULTURAL	26-Jun-10	26-Jun-10	NO	
15	VCR INT'L JAZZ FESTIVAL (GASTOWN)	CULTURAL	26-Jun-10	27-Jun-10	YES	
16	EATART	CULTURAL	27-Jun-10	27-Jun-10	NO	VAG
17	GREEK DAY	CULTURAL	27-Jun-10	27-Jun-10	YES	
18	SCOTIABANK VANCOUVER HALF-MARATHON 7 5K	Sporting Event	27-Jun-10	27-Jun-10	YES	
19	GREEK SUMMERFEST	CULTURAL	29-Jun-10	11-Jul-10	NO	
JULY						
1	BURRARD INLET FIREWORKS SHOW	Community	1-Jul-10	1-Jul-10	NO	
2	CANADA DAY AT CANADA PLACE	Celebration/Public Festival - One Day	1-Jul-10	1-Jul-10	YES	
3	CANADA DAY PARADE	Parade	1-Jul-10	1-Jul-10	YES	
4	THE ARBUTUS CLUB CANADA DAY FUN RUN/WALK	Walk or Run	1-Jul-10	1-Jul-10	NO	
5	YALETOWN GRAND PRIX	Sporting Event (non-walk/run)	1-Jul-10	1-Jul-10	YES	
6	GAME OF LEDGE	Sporting Event (non-walk/run)	3-Jul-10	3-Jul-10	YES	
7	VCR INT'L JAZZ FESTIVAL (ROUNDHOUSE)	CULTURAL	3-Jul-10	4-Jul-10	YES	
8	MARPOLE SUMMERFEST	Celebration/Public Festival - One Day	10-Jul-10	10-Jul-10	YES	
9	THE UNDERWEAR AFFAIR (PRESENTED BY JOE BOXER)	Sporting Event	10-Jul-10	10-Jul-10	YES	
10	CHARITY RUN	Walk or Run	17-Jul-10	17-Jul-10	NO	
11	KOOZA	CORPORATE	21-Jul-10	5-Sep-10	NO	
12	ILLUMINARES	Celebration/Public Festival - One Day	24-Jul-10	24-Jul-10	YES	
13	MPI (MEETING PROFESSIONAL INTERNATIONAL)	CORPORATE	27-Jul-10	27-Jul-10	YES	
14	DAVIE STREET DANCE PARTY	Celebration/Public Festival - One Day	30-Jul-10	30-Jul-10	YES	
15	PRIDE WEEKEND LAUNCH	Celebration/Public Festival - One Day	30-Jul-10	30-Jul-10	NO	VAG
16	TERRY WALLACE MEMORIAL BREAKFAST	Celebration/Public Festival - One Day	31-Jul-10	31-Jul-10	YES	
AUGUST						
1	PRIDE PARADE (32ND ANNUAL)	Parade	1-Aug-10	1-Aug-10	YES	
2	SUNSET BEACH FESTIVAL	Celebration/Public Festival - One Day	1-Aug-10	1-Aug-10	NO	
3	ES GAME OF SKATE	Sporting Event (non-walk/run)	7-Aug-10	7-Aug-10	YES	
4	WEST END CULTURAL CELEBRATION	Community	7-Aug-10	7-Aug-10	YES	

#	2010 EVENT NAME	EVENT TYPE	START DATE	END DATE	ROAD CLOSURE	VAG
5	RONA MS BIKE TOUR VANCOUVER SCENIC CITY TOUR	Sporting Event (non-walk/run)	8-Aug-10	8-Aug-10	NO	
6	FESTIVAL OF INDIA	PARADE	14-Aug-10	15-Aug-10	YES	
7	FLYING CARPET FESTIVAL IN CLARK PARK	Celebration/Public Festival - One Day	28-Aug-10	28-Aug-10	NO	
8	KING OF GRANVILLE	Sporting Event (non-walk/run)	28-Aug-10	28-Aug-10	YES	
SEPTEMBER						
1	WORLD SUICIDE PREVENTION DAY	Walk or Run	10-Sep-10	10-Sep-10	NO	VAG
2	WHISTLER GRANFONDO	Sporting Event (non-walk/run)	11-Sep-10	11-Sep-10	YES	
3	SOUTHLANDS COUNTRY FAIR	Community	12-Sep-10	12-Sep-10	NO	
4	WOODWARDS GRAND PRIX	Sporting Event (non-walk/run)	12-Sep-10	12-Sep-10	YES	
5	RIDE FOR DIABETES RESEARCH	Fund Raiser	24-Sep-10	24-Sep-10	NO	VAG
OCTOBER						
1	CANADIAN BREAST CANCER FOUNDATION CIBC RUN FOR THE CURE	Sporting Event	3-Oct-10	3-Oct-10	YES	
2	10TH ANNUAL PUMPKIN PATCH IN THE CITY	Community	23-Oct-10	23-Oct-10	YES	
NOVEMBER						
DECEMBER						
1	DEC. 6 SHOE MEMORIAL	Other	6-Dec-10	6-Dec-10	NO	VAG

NOT INCLUDED AT THIS TIME	
CAR FREE (4) + KITS BLOCK PARTIES	June
CELEBRATION OF LIGHT (4)	July/Aug
ROGERS SANTA CLAUS PARADE	December
AMACON	December
MENORAH	December

NEW 2010 APPLICATIONS

Many Vancouver-based event organizers have been involved with the 2010 Olympic and Paralympic Games, and because the focus of interest in the community has also been on the Games, the number of Special Event applications received to date is just 129 ; and, at this time only four are new and require specific Council consideration. These include:

Meeting Professionals International Street Party

Tourism Vancouver and the Vancouver Convention Centre have submitted an application to hold a street party on the 900 block of Granville Mall (Nelson to Smithe) on Tuesday night, July 27th, from 7:00pm to 10:00pm. There will be 3,500 meeting and convention planners from around the world in Vancouver for their annual meeting, and this would be the wrap up event for the conference. Tourism Vancouver has support from both the DVBLA and merchants on that block for a proposal to close the street and the sidewalks totally for a period of three hours; and to have local businesses provide food, alcohol and entertainment for the meeting planners. VPD has outlined a policing plan that would address both the liquor issues and the total closure of the block, and the organizers will enlist the services of a special liaison to help communicate the closure before and during the event to street people in the area. FEST is comfortable with the proposal, given that it is on a week night, and will end relatively early in the evening; and, conditional on final approval of the Special Occasion Liquor License application by the BC Liquor Distribution Branch, FEST recommends Council approve this application.

Car Free Days Expansion

For the last five years the Car Free Vancouver Society has been organizing very successful Car Free Day events in various neighbourhoods. Occurring during Bike Month in June, usually on Father's Day Sunday, the events vary in size and scope. Kitsilano Car Free Day is done as a series of residential Block Parties; while the West End, Commercial Drive and Main Street Car Free days occur on multi-block business areas. This year's Car Free Day is Sunday, June 20th, and Car Free Vancouver is currently looking at expanding their program to include a two block portion of Columbia and Carrall Streets (Pender to Cordova) in the Downtown East Side. As well, they have requested approval to expand the footprint of their Main Street Car Free Day from 12th Avenue to 33rd Ave, rather than 12th to 25th, as it was last year. Concerns about re-routing of trolley buses are the largest hurdle to overcome in organizing these events, FEST recommends Council approve the expansion of the program, subject to appropriate arrangements being finalized with Coast Mountain Bus Company.

Whistler Grand Fondo

Four thousand cyclists have already registered to cycle in the inaugural Whistler Grand Fondo, on Sunday, September 11th. Organizers are confident that this will become an annual event, with participation expected to grow within the next three years to more than 10 thousand riders. The riders will leave from the Vancouver Convention Centre's

East Plaza, travel south on Howe Street to Georgia, and west on Georgia over the Lions Gate Bridge and on to Whistler. The riders will leave VCC at 07:00 hours, and although there will be some impacts on disembarking passengers from two cruise ships scheduled to be at Canada Place that morning FEST recommends Council approve the application, subject to FEST approving a plan to minimize impacts.

Hamilton Street Hockey Tournament

This is one of several applications for Street Hockey Tournament we have received this year, and given the popularity of the activity during the Olympics, we expect to receive more of them. This is a new application, a request to close the 700 block of Hamilton Street from Georgia to the driveway to the Library Square parkade at the Robson end of the block. The street hockey tournament would be for patrons, suppliers and business neighbours of The Library Square pub. The owners, the Lamplighter Public House, held a similar event last year near in Gastown, and it was well organized, with no concerns raised. This application is for a Sunday in either April or May, with the tournament to end at 9:30pm. FEST has yet to meet with the applicant, but we recommend that Council give approval in principle, subject to final arrangements being approved by FEST.

Organizers of the large scale Play On Street Hockey Tournament Council approved last year have submitted an application to hold the event again this year, on June 12th & 13th, but given some problems with residential impacts last year, they are hoping to move their footprint and have more of their activity on private property on the Concord site, although they will still have some activity around GM Place. Once a final plan has been submitted FEST will meet to see if the revised plan has addressed the concerns raised during last year's event before approving it.

Italian Day Festival

The Commercial Drive Business Society recently submitted an application for an Italian Day Festival, to take place on a Sunday in June or early July (preferred date June 6th) on Commercial Drive from Venables to Grandview Highway. Although Special Event staff have not had time to review the details of the request with other FEST members, we are confident that we can work with the BIA on a plan for a successful and safe event. Unlike the Car Free Day Festival and Summer Spaces, this proposal expands the event area to include Commercial Drive from 1st Avenue to the Grandview cut - although 1st Avenue will remain open to traffic. We recommend that Council approve the proposal in principle, subject to final arrangements being approved by FEST.

FILMING GUIDELINES

1. A film company must apply to, and receive permission from the City Engineer, or his designate, to film on a City street, to occupy a street for the purpose of filming elsewhere, or where off-street filming affects the normal use of the adjacent street.
2. The City Engineer shall be guided by the following principles when determining whether the above permission is to be granted:
 - a) Streets in the Downtown District shall not be closed during the retail business day unless:
 - (i) adequate alternate routes are available,
 - (ii) adequate access is assured to adjacent businesses,
 - (iii) transit can be maintained on the portion of the street to be closed, or can be maintained on adjacent streets.
 - b) Major streets shall not be closed during rush hours or other high volume traffic periods.
 - c) When traffic cannot be effectively diverted onto other streets, traffic shall be stopped only intermittently and for no longer than three continuous minutes during each 10 minute period.
 - d) The amount of previous filming in an area.
3. Occupants of properties within a street closure or within any area a film company is filming are to be informed of the activity by the film production company.

In a residential area, residents in any block where filming is occurring or which is occupied by film production vehicles shall be advised of the proposed activity. The City Engineer may request a wider area of notification if he believes it advisable.

In the downtown, the City Engineer will determine the extent of the area to be notified when filming is occurring.

- a) Notification shall include:
 - (i) name of the production company
 - (ii) name of the location manager and a phone number
 - (iii) phone number of the City of Vancouver Film Coordination office
 - (iv) phone number of the B.C. Film Commission office
 - (v) date and time the film company will be working in the area with a brief description of what their activity will be.
 - b) Each vehicle belonging to the film production company shall display proper identification on the dashboard including a contact person and telephone number.
4. The film company will pay for all direct costs incurred by the City for the use of City services.

5. The film company will be required to deposit funds equal to the estimated cost of City services prior to the commencement of any "on-street" filming.
6. Requests for street signing and Police must be made a minimum of two and one-half (2-1/2) working days prior to the time required by the film company.
7. In most cases, street parking space will be provided by the City for essential unit vehicles. Where off-street parking is available, the film companies should use it for non-essential vehicles, i.e. crew parking. In locations where off-street parking is not available, i.e. residential locations, the film company may be required to use a remote parking location and arrange for a suitable shuttle. At all times parking should be organized to minimize the disruption to the area.
8. Move-ins, move-outs and any related noisy activities of a film production company in a residential area shall occur only during the following periods unless special permission is obtained from the City Engineer. Permission will be granted only upon due consideration that there are no options available.

Monday to Thursday	07:00 to 23:00
Friday	07:00 to 24:00
Saturday	08:00 to 24:00
Sunday	08:00 to 23:00

9. Late night and early morning filming between the hours outside of those in (8) will not be permitted unless the City Engineer is satisfied a majority of residential premises impacted by such late night film production approve. Minor exceptions may be granted at the discretion of the City Engineer.
10. Recognizing the disruptions caused by filming activities it may be necessary for the City Engineer to limit the use of any sensitive film location. In general, the City Engineer will be guided by a majority petition from impacted residents to limit filming in any location.
11. A film production company will place on the sidewalk in the area of filming, an information sign advising the public of the name of the film and noting that they may be inconvenienced while walking through the area.
12. At least ten (10) business days before desired use date, deliver to the City of Vancouver Film Coordination office, proof to the satisfaction of the City's Director of Risk Management of the film production company's insurance policy evidencing a minimum of five million dollars (\$5,000,000) comprehensive general liability insurance.* The insurance policy must name the City of Vancouver as additional insured and contain a cross liability clause in favour of the City of Vancouver.

* or such other amount as the Director of Risk Management may require.