



AUSTIN FIRE DEPARTMENT Special Events

September 2023

Overview:

The Austin Fire Department Fire Marshal's Office Special Events Section works as a critical piece of the Austin Center for Events.

AFD Special Events assists with the intake and review of event applications, site safety plans, as well meeting with event organizers (initial and ongoing, site visits, including pre-event inspections)

AFD determines fire and life safety requirements, coordinates, reviews and ensures the safety plans are implemented and maintained throughout the life the event.



Scope of Work:

Special Events provides a safe and secure environment for citizens and visitors to enjoy events the city has to offer. From the planning phase to tear-down, AFD Special Events ensures safety requirements are met.

Common Events:

- SXSW, COTA – F1/Nascar/Moto GP
- Austin FC Soccer (Q2)
- Tradeshows
- Austin Convention Center & Palmer Events Center
- Fireworks
- Public Assembly (bars)
- West Campus event permitting and inspection



Fee Schedule & Budget:

The Fee Schedule for AFD Special Events is created by the AFD & COA Budget Office and is based on cost of service calculations. Council approval is required. <https://www.austintexas.gov/page/fees>

All AFD Special Events Overtime is recouped in fees directly from event sponsors. The only exceptions are events exempted by Council or City Co-sponsored events, PACE team activations and night inspections at public assemblies. [Council Exempted Events](#) can be found online.

The total added time worked in Special Events is less than 1% of AFD's overall added time.



Notes:

The AFD Special Events office is staffed with nine employees, eight of which are sworn. All Firewatch event activities must be completed using sworn members.

Every event has been 100% staffed by AFD Special Events with help from the Fire Marshal's office. All overtime is reimbursed through the fee schedule (except when exempted).

In FY23 AFD will have provided Firewatch for nearly 200 events; Many of these events take place over several days (such as F1, ACL, SXSW, CMT, Nascar, MotoGP).

