



February 22, 2020

City Council – City of Sparks  
431 Prater Way  
Sparks, NV 89431

**Re:** City Council Request for Event Costs and Request for Waiver of 2020 Rescue Task Force fees

To City Council Members:

As requested, at the conclusion of this letter is a list of fees paid by the Sierra Nevada Lavender & Honey Festival and festival vendors for 2019.

Additionally, I am requesting a waiver of Rescue Task Force fees for 2020 due to insufficient notice from the City of Sparks and the catastrophic impact these fees will have on the event. The additional fees make the festival cost-prohibitive in downtown Sparks, and they will bankrupt the event.

We were given notice on February 10, approximately four months before the festival date of June 28. Moving or canceling the event on such short notice are not viable options as vendor applications and sponsor contracts are in process, and festival promotions have begun. Additionally, the event is a grant-funded project of Western Nevada College, a public institution. The college does not have authority to use general funds to pay these additional costs, and the current budget is insufficient to absorb these fees.

Our organization does not dispute the need for these services nor the costs. However, they make the event cost-prohibitive in downtown Sparks, and we would not have secured the location for the 2020 festival based on these costs.



**EVENT FEES (2019)**

City of Sparks (fire, police, city services)	\$3,536
City of Sparks Victorian Square Usage fee	\$225
City of Sparks Special event permit	\$40
City of Sparks Sound permit	\$25
City of Sparks Alcohol permit	\$40
Additional security (contracted to private companies)	\$850

**VENDOR FEES (2019)**

Vendor booth space	\$110 - \$330 (varies, depending on size and type)
City of Sparks Food truck permit	\$183 for 5 years
City of Sparks temp business license	\$15 (non-food), \$55 food (prepared on-site)
Washoe County Health Dept (food booths)	Varies \$175-\$250+, depending on product
Insurance (food vendors)	Varies
Additional costs - staff, travel, cost of goods	Varies

Respectfully,



Ann Louhela  
Project Director, WNC Specialty Crop Institute  
Director, Sierra Nevada Lavender & Honey Festival