



TO: Eric Campbell, City Manager  
FROM: Erin Smith, Events Manager, HDR  
DATE: 02/10/20  
RE: Spring 2020 Girls on the Run 5k

**Summary:** Consider the special event application request for the Girls on the Run 5k on Sunday, April 26, 2020.

**Background:** The Girls on the Run 5k is organized by Girls on the Run and is planned for 04/26/20 from 2pm-3:30pm on Linda Lane

The race comes at the end of a 10-week season for girls in the program, and the organization partners with schools and after-school organizations to form teams of 3<sup>rd</sup>-5<sup>th</sup> grade girls and 6<sup>th</sup>-8<sup>th</sup> grade girls. The race is also open to the public, but is untimed and serves to build confidence, perseverance and practice goal setting. Approximately 200-300 participants and spectators are expected to attend.

The organizer has received approval from Skyline Middle and Smithfield Elementary and will notify area churches, businesses, and sports organizations that may be impacted by the street closure.

The total cost of the event is estimated between to be between \$840-1,080. The event organizer will be responsible for payments made to off duty HPD officers working the event.

**Key Issues:**

- PW Support (street closures, message boards)
- HPD Support (2-4 officers)
- HPR to communicate any street closure information that may impact activities at Smithland fields
- Insurance documents and food vendor list will be submitted prior to the event

RE:

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**Environmental Impact:**

**Fiscal Impact:**

**Prior Actions:**

- Alternatives:**       (a)  
                              (b); or  
                              (c) Do not adopt ordinance at this time

**Community Engagement:**

**Recommendation:**

**Attachments:**

**Review:**

*The initiating Department Director will place in Legistar, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda. The completion of review only addresses the readiness of the issue for Council consideration. This does not address the recommendation for approval or denial of the issue.*

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