

TO: Eric Campbell, City Manager
FROM: Erin Smith, Events Manager, HDR
DATE: 01/10/20
RE: 2020 Rocktown Beer & Music Festival

Summary: Consider the special event application request for the Rocktown Beer & Music Festival on Saturday April 18, 2020.

Background: The 10th annual Rocktown Beer & Music Festival is planned from 3pm-8:30pm at Turner Pavilion and Park on 4/18/20. The event draws 3,000-3,500 participants and requires the closure of Warren St., and the use of the Municipal Building and City Hall parking lots. The small lot between the Community Foundation and old Municipal building is also needed.

This event application was reviewed and approved by the Special Event Committee on 01/09/20.

The total cost of the event is estimated between \$3,680-4,430. The event organizer will be responsible for payments made to off-duty officers and the EMS bike team, totaling approximately \$2,180.

Key Issues:

- Police support (6 off-duty officers, plus 1 supervisor)
- Public Works support (for street and parking lot closures, signage, flush truck, and roll-off container)
- HFD support (2 person EMS Bike Team, Fire Marshall, command post)
- ABC license, insurance documents and food vendor list will be submitted prior to the event
- HDR will coordinate w/ Community Development for temporary stage permit and inspection for evening of 4/17 or morning of 4/18

RE: 5k Walk/Run for Autism

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