



TO: Eric Campbell, City Manager
FROM: Erin Smith, Events Manager, HDR
DATE: 2/11/19
RE: 2019 Strawberry Festival

Summary: To consider the special event application request for the Strawberry festival on Saturday, May 18, 2019.

Background: The Rotary Club is requesting the use of the City Hall Parking Lot, gravel lot and adjacent park from 8am-6pm on 05/18/19. Event also requires closure of Warren St.

This application was reviewed and approved by the Special Events Committee on 2/7/19.

The total cost for the event is estimated between \$400-500.

Key Issues:

- HFD: possible inspection of inflatable amusement devices (bounce castles)
- Public Works support (signage, container, barricades, street closure)