



TO: Eric Campbell, City Manager  
FROM: Erin Johnson, Events Manager, HDR  
DATE: 03/05/18  
RE: 2018 Downtown Dinner Party

**Summary:** Consider the event application request for the Downtown Dinner Party on Saturday, May 19, 2018 from 7pm-11pm.

**Background:** The Downtown Dinner Party is an annual spring fundraising event for HDR (formerly "Renaissance Night"). Organizer is requesting the use of Tuner Pavilion and Park. Application was reviewed and approved by the Special Events Committee on 03/01/18

**Key Issues:**

- PW Support
- HPD Support (1 HPD)
- Vendor list to be sent to Commissioner of Revenue
- Insurance documentation to be provided before event
- ABC Banquet license to be provided before event

RE:

2

**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.*

###