

TO: Eric Campbell, City Manager
FROM: Erin Smith, Events Manager, HDR
DATE: 04/06/20
RE: Fall 2020 Girls on the Run 5k

Summary: Consider the special event application request for the Girls on the Run 5k on Sunday, November 15, 2020.

Background: The Girls on the Run 5k is organized by Girls on the Run and is planned for 11/15/20 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 3rd-5th grade girls and 6th-8th 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 documentation attached
- Food vendor list will be submitted prior to the event