



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Town Council

Board Meeting Date: 1/22/2019

File #: 19-053, Version: 1

SUBJECT: Consent

A Resolution of the Board of Trustees of The Town Of Erie to Enter Into A Contract With Kelly Enterprises, LTD For the Management of the 2019 Erie Farmer's Markets and Neighborhood Block Parties in the Amount of \$35,000

DEPARTMENT: Parks & Recreation

PRESENTER: Farrell Buller, Community Services Director

FISCAL INFORMATION:

Cost as Recommended:	\$35,000
Balance Available:	\$35,000
Budget Line Item Number:	100.20.110.575140.000000
New Appropriation Required:	No

STAFF RECOMMENDATION:

Approve the resolution authorizing a contract with Kelly Enterprises, LTD.

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

In the 2019 budget, the Board of Trustees authorized \$35,000 for management of the Erie Farmers Markets and Neighborhood Block Parties. In 2016 Kelly Enterprises, LTD requested and received funds to assist in the management of the newly established Erie Farmer's Market, held on Thursday nights in Old Town. Response was so great to the Thursday night events that in 2016 staff hoped another family friendly event series would further activate the down town area. Kelly Enterprises, LTD was contacted to organize and manage the Neighborhood Block parties.

Both events continued in 2017 and 2018 and are planned for 2019 as shown below:

2019 Erie Farmer's Markets - (Thursdays 5:00 pm - 8:00 pm):

May 16
May 23
June 6
June 13
June 20
June 27
July 4
July 11
July 18

July 25
August 1
August 8
August 15
August 22
August 29
September 5
September 12

2019 Downtown Neighborhood Block Parties - (Fridays 6:00 pm - 9:00 pm):

June 7
June 14
July 19
August 2
August 9

Under this contract Kelly Enterprises, LTD will be responsible for the following actions:

- Acquiring Town Special Event Permit
- Coordinating with Erie Entertainment District to obtain Liquor Permit
- Securing street vendors as needed
- Set-up and tear-down of event
- Street closures
- Signage placement
- Adherence to all requirements of the Special Events Permit and Application

The Town of Erie will provide the following services to facilitate the above events:

- Provide street closure barricades
- Provide "No Parking" signs
- Waive Special Event Permit fees

ATTACHMENTS:

1. Contract
2. Resolution