

May 8, 2019

Dear Mayor Kabat,

As we enter final planning for Riverfest this year it is time to submit the collection of annual requests for our needs from the departments.

The setup/run/teardown dates for this year are:

RIVERFEST SETUP DATES: JUNE 29th – JULY 2nd

RIVERFEST RUN DATES: JULY 3rd – JULY 6th

RIVERFEST TEAR DOWN: JULY 7th – 8TH

Here are our standard requests:

BARRICADES (30): These are for internal control, marking off sections of Front St south of State for our stage, vendor and water patrol parking areas or other emergency control needs. We would request them delivered by Tuesday July 2nd. They will be ready for return anytime Monday July 8th.

PARKING SIGNAGE: The Temporary Street Parking permit for our Handicap/Event areas on Front St. has been submitted to the Engineering department for approval. Notation as follows for completeness. Handicap parking on Front St. north of State St. to Vine St. on the west (park) side of the street and on Front St. south of State St. up to the crosswalk that runs from between the Radisson and the park also on the west (park) side of the street. From Front St. after the crosswalk by the Radisson to the crosswalk running between the La Crosse Center and the park should be the "Parking By Riverfest Permit" signs. We will be using this area as temporary parking for vendors and entertainers. We would ask that the signing be in place by the end of Tuesday July 2nd.

ENTRANCE BARRICADES: The setup with 6 of the concrete barricades, Stonehenge as we call it. Once we are closer and an arrival time can be coordinated, I will be there to assist with placement. Delivery and placement for these would be requested for Tuesday July 2nd so that the necessary setup trailers and vehicles can get in and out easily during setup and so the public is minimally impacted. If a different day is needed, please let me know. As early as you can get to them for removal on Monday July 8th would be great to restore the full entrance to the park.

That takes care of all the usual business. Please contact me with any questions, concerns or to coordinate scheduling for me to be on site. If there are concerns due to other City projects or dates need to change, please let me know. I know that everyone with projects in the park is working hard to have them wrapped up or as minimally impactful as possible by Riverfest. We appreciate the support. Thank you and all the departments for your help with our City needs. We appreciate it greatly.

Sincerely,

Christopher Hellesen
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