

The Warehouse Arts District Request for Right-of-Way and Special Event needs for

**KANSAS FOOD TRUCK FESTIVAL MAY 7, 2016.**

The 2<sup>nd</sup> annual Kansas Food Truck Festival to benefit JUST FOOD will be a Food Truck Vendor event with a stage, live entertainment, public art and educational opportunities about Just Food's operations here in Douglas County. Alcoholic and Non-Alcoholic Beverages will be for sale at various locations throughout the events footprint. A Map is provided detailing the layout of the event.

**Monetary and in-kind city support**

20 saw horse barricade, 20 blue trash receptacles from Lawrence Parks and Recreation and a 20-yard trash receptacle from Public Works. (To be delivered on May 6.)

**Outdoor Temporary Signage**

Warehouse Arts District plans for outdoor temporary directional and event signage on Saturday, May 7, 2016.

**Security**

Hired Security will patrol the event grounds and volunteer security will enforce the bike rack perimeter. No Alcoholic Beverages will leave the footprint of the event at any time.

**Temporary sale, possession and consumption of alcohol**

The Warehouse Arts District has requested a permit for the temporary sale, possession and consumption of alcohol in the described street location on Pennsylvania between 8<sup>th</sup> and 9<sup>th</sup> Street, on 8<sup>th</sup> Street between New Jersey and Delaware, and on 9<sup>th</sup> Street between New Jersey and Delaware. This will cover our needs for the day.

**Police services**

The estimated Police Department staffing resources needed to manage the event are as follows:  
None.

**Fire Medical services**

None. The traffic plan will be provided with Right of Way permit.

**Trash services**

The WAD has requested placement of 20 trash barrels on 8<sup>th</sup> & Pennsylvania during the event. Event staff or volunteers will be responsible for emptying these trash barrels as needed.

The WAD is requesting the donation of a 20 yard box from the solid waste division for the evenings of the outdoor street events.

The WAD will arrange drop-off/pick-up of 20-30 Cans for the Community boxes.

**Traffic sign**

The WAD requests “ No Through Traffic” signs to be placed at 10<sup>th</sup> and Delaware, and 10<sup>th</sup> and Pennsylvania, placed to inform northbound traffic. The WAD requests message boards at 11<sup>th</sup> and Delaware, and 9<sup>th</sup> and Connecticut.

**Event Activities**

There will be live music, kids entertainment (face painting, inflatables, possibly KU educational booths), and additional street performers.

**Parking**

Five parking lots on Delaware Street will be designated for use, as well as street parking in the area.

**Attendance**

Attendance is estimated to be in the range of 3500-4000 guests. Ticket sales will be capped at 4000.

**Pedestrian protection**

Pedestrian protection will be secured in the event space by closing the streets with traffic barricades. Said barricades will also provide additional protection outside of the designated event space for street crossings at these intersections: 9<sup>th</sup> and New Jersey, 9<sup>th</sup> and Delaware, 8<sup>th</sup> and New Jersey, and 8<sup>th</sup> and Delaware.

**Portable Toilets**

20-25 Portable Toilets will be ordered and placed in two areas within the event space. There will be at least 2 portable toilets with handicap accessibility.