



February 6, 2008

To: Lemoore City Council

From: Michele McGee, Events Coordinator
Lemoore Chamber of Commerce

Subject: Eighth Annual Central Valley Pizza Festival

Once again, the Central Valley Pizza Festival will be a multi-day, regional event. This year's event promises to provide fun for all ages and interests starting Friday afternoon at 3 p.m., April 18th, and running through 5 p.m. Sunday afternoon, April 20th. Obviously staging of a 3-day event brings a few logistical challenges, but City staff has already been extremely helpful in addressing public safety issues. There will undoubtedly be some minor inconveniences associated with overnight street closure (like not being able to park directly in front of the ATM machine at Bank of America; however, the potential benefits to the community outweigh a few minor inconveniences.

The event will kick off Friday afternoon with carnival rides set up on the vacant property at the northeast corner of Follett and D Streets. Friday evening will also consist of a concert/entertainment event at the pavilion on the corner of Follett and E Streets.

Saturday, in addition to the carnival rides, D Street will have non-stop activities and entertainment from 10 a.m. to 9 p.m., including: food and craft vendors, The Kent Family Magic Circus, Photo Contest, 3-on-3 basketball tournament, skateboard tournament, the giant 9-foot pizza, acrobatic dough tossing performances by "Patt Miller" who is with the U.S Pizza Team and instruction, "Pepperoni Village" games for kids, live entertainment 4-9 p.m., and a beer and wine garden in the afternoon and evening.

In addition to the carnival rides, vendor booths, and afternoon Beer Garden, Sunday's activities will also include a Reptile Show, Photo Contest and the Pizza Olympics. We will be providing overnight security as well as security for the Beer Garden area. I am anticipating that most of the vendors will want to leave their booths set up overnight, but remove the merchandise, or pack it and cover it inside the booth.

Following you will find a map indicating street closures & set-up, as well as a request list. We sincerely appreciate the role the City plays in making this event and all other events possible. Without your support, there would be no events, and Lemoore would not be Lemoore!!!

Sincerely,

Michele McGee
Lemoore Chamber of Commerce, Events Coordinator

FRIDAY

- Put up barricades early Friday morning to block the two entrances to the parking area adjacent to the north side of the E/Follett Arbor
- Post signs for Saturday 6.a.m. Street Closure/No Parking by 6 a.m. Friday, April 18th (24 hour advance notice)
- Distribute barricades for Saturday 6 a.m. street closures
- Deliver 25 trash barrels to the rear of Plaza Park for us to distribute Saturday morning
- Deliver 25 trash barrels to the side of Lemoore Furniture (dirt lot) for us to distribute Saturday morning
- Deliver 6 trash barrels to parking lot north of E/Follett pavilion
- Distribute 4 dumpsters as follows:
 - 1 – Follett adjacent to PG &E
 - 1 - Vacant Lot between Lemoore Hardware and Lemoore Real Estate
 - 1 – Heinlen adjacent to Wells Fargo
 - 1 – Behind Plaza Park
- All D Street, Heinlen and Follett (from alley's to D Street) electric outlets/extension cords on and tested
- Twinkle lights tested and working – we can manually turn them on and off Saturday night
- Power on at pavilion and timer set to turn lights on at 6 p.m.
- Deliver the 9ft Pizza rolling frame from the City Corp Yard to the Chamber
- Use of a city truck and 12/13 foot trailer to pick up stages from Meadow Lane Elementary

We will be responsible for notifying Antler residents and making sure they have parking on Heinlen adjacent to the hotel.

SATURDAY

- Set up barriers at 6 a.m. – Tow cars remaining on D Street between Follett and Heinlen and Heinlen Street from the alley to D Street.
- Use of the cities flatbed truck to pick up bales of hay for seating in front of stage(s).

MONDAY

- Remove all barriers, barrels, dumpsters. We will take down street closure barriers as soon as it is safe to do so on Sunday (approximately 5:30 p.m.)
- Pick up the 9ft Pizza rolling frame from the Chamber and return to storage at the City Corp Yard.
- Use of a city truck and 12/13 foot trailer to return stages to Meadow Lane Elementary

