

## 2015 Citywide Event Matix

Month	Date/Time	Event	City or Community Event?	Lead Department	City Event Lead (Project Manager)	City Information Booth?	City Booth Lead	Support Staff	Police Support Provided?
March	Saturday 3/21 9:00 a.m. - 3:00 p.m.	<b>WasteMobile Event</b>	City	PW	Rika Cecil	No		15 City Staff; event support	No
April	Tuesday 4/15 5:30 - 7:00 p.m.	<b>Volunteer Soiree</b>	City	CSD - Neighborhoods	Rosie O'Brien-Ochs	No		4 City Staff; event planning and programming - 10 City Staff; event support	No
April	Saturday 4/18 9:00 a.m. - 3:00 p.m.	<b>Earth Day Event</b>	City	PW	Rika Cecil	Yes	Rika Cecil - City Booth (Environmental Focus)	7 City Staff; event support - 2 Extra Help Staff; event support	No
May	Saturday 5/9 12:00 - 5:00 p.m.	<b>RB Community Festival</b>	Community (Richmond Beach Community Association) with City Support	Parks	Mary Reidy	Yes	Eric Bratton - City Booth; Gail Harris - Emergency Management Booth; Shoreline Police - Police Booth	4 Staff in City booth; typically want 2 of these staff to be subject matter experts of current hot topic - Emergency Management Staff in Emergency Mgt. booth - Mary Reidy; Rosie O'Brien-Ochs; overall support - Parks Maintenance; event support	Yes (Police attend for Community Engagement - paid for out of Police budget)
May	Saturday 5/16 9:00 a.m. - 3:00 p.m.	<b>Spring Recycle Fest</b>	City	PW	Rika Cecil	No		20 City Staff; event support - 2 Extra Help Staff; event support	Yes (Police attend for traffic control - paid for out of PW/SWES Budget)
June-October	Saturdays 6/20-10/3 10:00 a.m. - 3:00 p.m.	<b>Farmers Market - Aurora Square</b>	Community (Farmer's Market Association) with City Support	CMO - Economic Development	Dan Eernisse	Yes	Eric Bratton - City Booth (Opening Weekend)	4 Staff in City booth on Opening Weekend; typically want 2 of these staff to be subject matter experts of current hot topic - Nora Smith and Rosie O'Brien-Ochs; Council of Neighborhood Booth support for three markets - Rob Beem; Eats4Health Healthy Cooking Demonstration at one market (cooking instructor vendor Patti Pan or Central Market)	No
July	Saturday 7/22 5:30 - 8:30 p.m.	<b>Swinging Summer Eve</b>	City with Shoreline-Lake Forest Park Arts Council Support	Parks	Pam Barrett	Yes	Eric Bratton - City Booth; Gail Harris - Emergency Management Booth	4 Staff in City booth; typically want 2 of these staff to be subject matter experts of current hot topic - Emergency Management Staff in Emergency Mgt. booth - Nora Smith and Rosie O'Brien-Ochs; neighborhoods book sale support - 2 Parks Maintenance Staff - 6 Parks Event Support Staff	No
July	Saturday 7/25 10:00 a.m. - 5:00 p.m.	<b>SolarFest</b>	Community (Solar Shoreline) with City Support	PW	Rika Cecil	Yes	Rika Cecil - City Booth (Environmental Focus)	Rika Cecil; overall support - Rika Cecil and Tina in City booth	No
August	Fridays & Saturdays 7/31-8/22 8:00 p.m.	<b>Theater Under the Stars</b>	Community (Aurora Theater Company) with City Support	CMO - Economic Development	Dan Eernisse	No		Extra Help Event Coordinator; event management - Courtney Brown and City Hall Building Monitor; facility support - 8 Councilmembers/Leadership Team members; event welcome	No
August	Tuesday 8/4 Multiple times	<b>National Night Out</b>	City	CSD - Neighborhoods/Police	Rosie O'Brien-Ochs/Steve Perry	No		20 City Staff, including the City Manager, Community Services Director, and Emergency Management Program Coordinator; event participation - 3 City Staff; ROW permit support	Yes (Police attend for Community Engagement - paid for out of Police budget)
August	Thursday 8/6 6:00 - 8:00 p.m.	<b>Arts al Fresco</b>	City with Shoreline-Lake Forest Park Arts Council Support	Parks	David Francis (Public Arts Coordinator)	No		Pam Barrett, Lynn Gabrieli and Mary Reidy; program support	No
August	Tuesday 8/11 7:00 - 10:00 p.m.	<b>North City Jazz Walk</b>	Community (North City Business Association) with City Support	CMO - Economic Development	Dan Eernisse	No		Pam Barrett, Parks Maintenance Staff, Street Maintenance Staff, Traffic Staff, Permitting Staff; event support - Auxiliary Communication Group (volunteers); communication support	Yes (Police attend for traffic control - paid for by Economic Development budget)
August	Thursday 8/13 6:00 - 8:30 p.m.	<b>Ridgecrest Ice Cream Social</b>	Community (Ridgecrest Neighborhood Association)	NA	NA	Yes	Nora Smith/Randy Olin - City Booth (Neighborhoods/CRT Focus); Gail Harris - Emergency Management Booth; Shoreline Police - Police Booth	Nora Smith and Randy Olin; Community Services Division booth - Emergency Management Staff in Emergency Mgt. booth - Parks Maintenance; event support	Yes (Police attend for Community Engagement - paid for out of Police Budget)
August	Friday 8/14 12:00 - 5:00 p.m.	<b>Celebrate Shoreline Skate Competition</b>	City	Parks	Amanda Zollner	No		Mary Reidy; program support - Parks Maintenance Staff; event support - 10 Teen Staff; event support	No
August	Saturday 8/15 12:00 - 9:00 p.m.	<b>Celebrate Shoreline Festival</b>	City	Parks	Pam Barrett	Yes	Eric Bratton - City Booth; Gail Harris - Emergency Management Booth; Shoreline Police - Police Booth	10 Staff in City booth; typically want 4 of these staff to be subject matter experts of current hot topic - Emergency Management Staff in Emergency Mgt. booth - Nora Smith and Rosie O'Brien-Ochs; neighborhoods table - 23 City Staff; event programming and management - 14 Extra Help Program Staff; event programming and management	Yes (Police attend for Community Engagement - paid for out of Police Budget, and Police attend to provide security - paid for out of Parks budget)

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August	Sunday 8/16 7:00 a.m. - 2:00 p.m.	<b>Celebrate Shoreline Sand Castle Building Contest and Beach to Bluff Run</b>	Community (Richmond Beach Community Association) with City Support	Parks	Pam Barrett	No		Parks Maintenance Staff; event support	No
August	Tuesdays, Wednesdays & Thursdays 8/18 - 9/3 Time TBD	<b>Food Truck Shoreline</b>	City with Neighborhood Association Support	CMO - Economic Development	Dan Eernisse	No		Extra Help Event Coordinator; event and neighborhood association coordination	No
August		<b>Ballinger Outdoor Movie Night</b>	Community (Ballinger Neighborhood Association)	NA	NA	Yes	Gail Harris - Emergency Management Booth; Shoreline Police - Police Booth	Emergency Management Staff in Emergency Mgt. booth	Yes (Police attend for Community Engagement - paid for out of Police Budget)
September	Saturday, 9/19 9:00 a.m. - 3:00 p.m.	<b>Fall Recycle Fest</b>	City	PW	Rika Cecil	No		20 City Staff; event support - 2 Extra Help Staff; event support	Yes (Police attend for traffic control - paid for out of PW/SWES Budget)
October	Saturday 10/10 8:00 - 11:00 a.m.	<b>Monster Mash Dash</b>	City	Parks	Pam Barrett	No		13 Staff, 7 Extra Help Staff; event support	Yes (Police attend for traffic control - paid for out of Parks budget)
October	Friday 10/16 6:00 - 8:30 p.m.	<b>Hamlin Haunt</b>	City	Parks	Pam Barrett	No		6 City Staff, 7 Extra Help Staff; event support	Yes (Police attend for security - paid for out of Parks Budget)
November	Wednesday 11/11 2:00 - 4:00 p.m.	<b>Veterans Day Event</b>	City with Shoreline Veterans Association	Parks	Pam Barrett	No		Facilities Staff, Mary Reidy, Eric Bratton, Tavia Tan	No
November	Saturday 11/21 9:00 a.m. - 4:00 p.m.	<b>Holiday Craft Market</b>	City	Parks	Pam Barrett	No		6 City Staff, 13 Extra Help Staff; event support	No
December	Saturday 12/5 9:00 a.m. - 12:00 p.m.	<b>Breakfast with Santa</b>	City	Parks	Pam Barrett	No		6 City Staff, 9 Extra Help Staff; event support - 4 Councilmembers; event welcome	No
December	TBD 7:30 - 8:50 p.m.	<b>Richmond Beach Christmas Ship</b>	City	Parks	Pam Barrett	No		Parks Maintenance Staff; event support	Yes (Police attend for security - paid for out of Parks Budget)
December	TBD 4:30 - 8:30 p.m.	<b>Solstice Stroll</b>	Community (Kruckeburg Botanic Garden) with City Support	Parks	Pam Barrett	No		Mary Reidy	No