

CITY OF MARYSVILLE AGENDA BILL

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: May 29, 2018

AGENDA ITEM:	
Strawberry Festival Master Permit/ Agreement	
PREPARED BY:	DIRECTOR APPROVAL:
Jim Ballew	
DEPARTMENT:	
Parks, Culture and Recreation	
ATTACHMENTS:	
2018 Proposal	
BUDGET CODE:	AMOUNT:
SUMMARY:	

Maryfest Inc. has submitted their 2018 Strawberry Festival Proposal for consideration by the City Council. The 2018 Proposal includes multiple events presented to the community beginning June 9 and concluding June 17, 2018. This year marks the 87th year of the Strawberry Festival. As per the Master Agreement approved on May 8, 2017, Maryfest has the option to renew operations of the festival four up to four years.

As per MMC 5.48.050 to exercise this option the festival sponsor, each year, shall submit a new festival proposal for approval by the City Council and shall pay a new festival permit fee. The festival proposal for each year shall be substantially the same form as the Festival Proposal/Permit (see attachments).

Staff has met with Maryfest officials to discuss the proposal in its entirety and supports the 2018 proposal.

RECOMMENDED ACTION: Staff recommends the City Council consider the 2018 Strawberry Festival Permit Proposal and authorize the extension of the Strawberry Festival Master Permit/Agreement for 2018.

**CITY OF MARYSVILLE
STRAWBERRY FESTIVAL MASTER PERMIT/ AGREEMENT
ISSUED TO
MARYFEST INCORPORATED**

WHEREAS, MARYFEST INCORPORATED (applicant) has submitted as festival proposal for the Strawberry Festival pursuant to MMC 5.48; and

WHEREAS, the Marysville City Council awarded the festival permit to MARYFEST INCORPORATED (applicant) on May 26, 2018; and

WHEREAS, the Marysville City Council in its discretion pursuant to MMC 5.48.050 has granted the MARYFEST INCORPORATED (applicant) as the festival sponsor an option to renew the permit without public competition for up to three years;

THEREFORE, the Master Permit is issued with the following terms and conditions.

1. TERM

A. First year Annual Proposal/Permit Period for June 9 through June 17, 2018. Festival Proposal for 2018 is attached as Exhibit B.

Pursuant to MMC 5.48.050, to exercise this option the festival sponsor, each year, shall submit a new festival proposal for approval by the City Council and shall pay a new festival permit fee. The festival Proposal for each year shall be in substantially the same form as the Festival Proposal/Permit attached as Exhibit B.

2. APPLICANT/SPONSORING AGENCY

Sponsoring Agency: MARYFEST INCORPORATED
Business Address: PO BOX 855, Marysville WA 98270
Business Telephone: 360-659-7664
Business Fax: 360-651-9854
Email: www.maryfest.org
Tax Identification: 23-7432611

Sponsoring Agency Official(s) of Record:

Name: Jodi Hiatt Title: President
Cell Number: 425-239-2302

Name: Darren Wigdahl Title: Vice President Elect
Telephone: 425-330-9503

3. GENERAL RULES AND REGULATIONS FOR ALL STRAWBERRY FESTIVAL PERMITS.

A. Annual Permit Fees and Conditions

1. FEE: The Annual Permit Fee for the sponsoring organization Maryfest Incorporated will be in the amount of \$500.00 payable within 30 days of City Council approval of the Annual Festival Proposal.

2. Award of the Strawberry Festival Annual Master Permit shall not be construed as constituting the Strawberry Festival or Maryfest Incorporated as a governmental or proprietary activity, event or function of the City of Marysville, nor shall it be construed as constituting the Festival sponsor(s) as agents of the City of Marysville.

3. This Strawberry Festival Annual Master Permit is authorization to use City of Marysville Facilities only. It no way replaces any permit or license required by any other governmental regulatory organization for the activities identified herein.

B. Festival Sponsor Responsibility - Indemnification

The Festival sponsor shall assume all responsibility and liability for the conduct and management of the Annual Strawberry Festival, and the finances thereof.

The Festival Sponsor shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any claims injuries, damages, losses or suits including attorney fees, arising out of or in connection with the performance of this festival and agreement, including actions or inactions of persons participating or providing services in the event or from spectators, citizens, and other persons attending the events, except for injuries and damages caused by the sole negligence of the City.

C. Insurance Coverage(s)

Maryfest Incorporated agrees that it will maintain in force, at its own expense, a liability insurance policy which will insure Maryfest Inc. and the City of Marysville, its appointive and elected officers, employees and agents from any suits, claims or action brought against the City by any person or persons and from all costs and expenses of litigation brought against the City, its appointive and elected officers, employees and agents for such injuries to persons or damages to property occurring during the term of this Agreement or thereafter that result from performance or nonperformance by Maryfest Inc. of the obligations set forth in this Agreement. Such insurance policy shall be written for a period to include twenty-four (24) hours prior to the first of any and all activities presented by the Annual Festival Permit and extending for a period not less than twenty-four hours (24) following the completion of the event, including activities associated with the post Festival activities required to complete all events.

Maryfest Inc.'s maintenance of insurance as required by the agreement shall not be construed to limit the liability of Maryfest Inc to the coverage provided by such

insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

Maryfest Inc. shall provide a certificate of insurance evidencing:

Minimum Scope of Insurance

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and a \$2,000,000 products- completed operations aggregate limit. The City shall be named as an additional insured on Maryfest Inc.'s Commercial General Liability insurance policy using ISO CG 20 10 10 01 with CG 20 37 10 01 or substitute endorsements providing equivalent coverage.

Other Insurance Required – As Applicable

Alcohol – If event activities includes alcohol available for consumption, whether sold or not, Maryfest Inc. shall procure and maintain for the duration of the event Liquor Liability insurance in the amount of \$1,000,000 each occurrence. The City is to be named as an additional insured on Liquor Liability insurance. Host liquor liability coverage may be substituted when alcohol is consumed and not sold on premises with the prior written approval of the City.

Athletic Participant Events – If event activities include athletic events, the General Liability insurance shall include coverage for participant liability with limits of not less than \$1 million per occurrence.

Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability and Commercial General Liability insurance:

1. Maryfest Inc.'s insurance coverage shall be primary insurance as respect the City. Any Insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of Maryfest Inc.'s insurance and shall not contribute with it.

Notice of 2. Cancellation of Insurance.

In the event that Maryfest Inc receives notice (written, electronic or otherwise) that any of the above-required insurance coverage is being cancelled and/or terminated, the Maryfest Inc. shall immediately (within forty-eight (48) hours) provide written notification of such cancellation/termination to the City.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

Verification of Coverage

Contractor shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Contractor before commencement of the work

In case of breach of any provision of this section, the City may at its options and with no obligation to do so, provide and maintain at the expense of Maryfest Inc. such types of insurance in the name of Maryfest Inc. as the City may deem proper, and may deduct or charge costs from any sums which may be found or become due to Maryfest under this Agreement or may demand Maryfest promptly reimburse the City for such costs.

D. Independent Contractor

It is further agreed by and between the parties that because this Agreement shall not constitute nor create an employer-employee relationship, Maryfest shall be responsible for all obligations relating to federal income tax, self employment, FICA taxes and contributions, and all other so-called employer taxes and contributions, including, but not limited to, industrial insurance(Worker's Compensation), and that Maryfest agrees to hold the City of Marysville harmless from any claims, valid or otherwise, made to the City because of these obligations.

Any and all employees of Maryfest, while engaged in the performance of any work or services required by Maryfest under this Agreement, shall be considered employees of Maryfest only and not the City of Marysville, and any and all claims that may or might arise under the Workman's Compensation Act on behalf of said employees of Maryfest, made by a third party as a consequence of any negligent act or omission the part of Maryfest's employees while so engaged in any of the work or services required to be rendered herein, shall be the sole obligation and responsibility of Maryfest.

Maryfest shall comply with all applicable provisions of the Fair Labor Standards Act and other legislations affecting its employees and the rules and shall save the City free, clear and harmless from all actions, claims, demands and expenses arising out of said act and rules and regulations that are or may be promulgated in connection herewith.

Maryfest assumes full responsibility for the payment of all payroll taxes, use, sales, income or other form of taxes , fees, license, excises or payments required by city, state and federal legislation which are now, or may during the term of this Agreement be, enacted as to all persons employed by Maryfest Inc. and as to all duties, activities and requirements by Maryfest Inc. in performance of the work under this Agreement and Maryfest Inc. shall assume exclusively liability therefore, and meet all requirements there under pursuant to any rules or regulations that are now or may be promulgated in connection herewith.

E. Non Discrimination

Maryfest Inc. nor any officer, agent or employees shall not discriminate in the provision of service under this contract against any individual, partnership, or corporation based upon race, religion, sex, creed, place of origin, or any other form of discrimination prohibited by federal, state or local law.

F. Annual Festival Events and Activities

All proposed festival events and activities are to be identified through the Strawberry Festival Annual Proposal no later than April 1 of the Festival year. The Festival Events and Activities schedule is to be submitted for review by the City Clerks Office and each City Department or Division identified providing support. The Festival Events and Activities schedule must also identify all sponsoring or hosting entities prior to approval of the Master Permit. The Proposal shall also identify all advertising and promotional efforts for distribution throughout the Pacific Northwest. All schedules are to be provided to the City's Public Information Officer for community distribution through the Community Access Channel and other City advertising resources. The Proposal shall designate the geographical boundaries of the festival area and may include provisions within the area for festival parades, carnivals, sporting and recreational events.

G. Use of Public Property

All public streets and facilities to be utilized for the permitted year are to be identified in the Annual Festival Proposal and updated annually for approval. Facilities or events not identified within the Annual Festival Proposal Exhibits are not covered within the annual permit and will not be considered permitted or authorized activities. Use of public facilities that require advanced reservations, facility use agreements and or additional use considerations must be identified on an annual basis no later than 90 days before the first day of all festival activities. Facilities not reserved and or utilized by the permitted agency may become available for other uses under the requirements of any required facility use agreements enforced by the City. The sponsoring organization is prohibited from charging any type of admission or entry fee requirement in facilities owned and operated by the City of Marysville.

H. Vendor Facilities and Structures

All proposed vendors and structures housed on publicly owned and or private property are to be identified within the Annual Festival Proposal. Vendors not submitted will not be authorized to conduct business under the benefits of the Master Permit and will not be considered associated with the Strawberry Festival and subject to the requirements of the City of Marysville Municipal Code. Portable facilities erected or delivered for public use are to be identified within the organizations insurance coverage(s). Such facilities are to be inspected prior to authorized use by the general public. Maryfest will provide a copy of all participating vendors each year to the Finance Director to verify sales tax reporting requirements.

I. Risk Management Plan

The sponsoring agency will establish a Risk Management Plan that will identify any potential catastrophic losses or events during the length of the Festival. The plan is to be

submitted as an element of the Annual Festival Proposal. The plan must develop and maintain overall policies and procedures for risk control, including security, personal safety, automobile safety, fire prevention, emergency planning and legal liability, using internal or city assistance. The Risk Management plan is to identify the following basic criteria for the safety of all participants specifically during the Festivals largest attendance events such as:

- 1. Parade Route Safety Features and Evacuation Plan
- 2. Market in the Park Safety Requirements and Evacuation Plan
- 3. Special Venue Safety Requirements and Evacuation Plan
- 4. Carnival Site Safety Requirements and Evacuation Plan

The sponsoring organization is to identify the current Risk Manager annually within the Proposal. The Risk Manager is to provide immediate notification to the City Clerk of any potential loss or claim as a result of participation in any of the authorized Festival Events.

J. Special Conditions

Special Conditions may be required of the Master Permit during the permitted year. See attached **Special Conditions Exhibit A** if applicable.

K. Severability

If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void, insofar as it is in conflict with said laws, and the remainder of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the City and Maryfest have executed this Agreement as of the date first above written.

Date this ____ day of _____, 201__.

THE CITY OF MARYSVILLE

By _____
JON NEHRING, Mayor

APPROVED AS TO FORM:

ATTEST:

By _____
JON WALKER, City Attorney

By _____
TINA BROCK, Deputy City Clerk

MARYFEST INCORPORATED

By _____
PRESIDENT

Special Conditions Exhibit A

1. The Festival Sponsor may be responsible for damages to any city owned facilities and or equipment utilized during the overall length of the festival. Responsibility includes repairs and or replacement of any damaged equipment and or fixtures.
2. Traffic controls not available through the City's inventory will be the responsibility of the Festival Sponsor at the Sponsors expense.
3. The City reserves the right to cancel its obligations to the sponsoring organization in the event of a public emergency requiring city forces and equipment.
4. Advertising of all festival activities is important to the success of the festival and promotion of the City of Marysville. Festival Sponsors are encouraged to work with the City's Community Information Officer in year-round promotions of the Strawberry Festival. The City requests that an ex-officio position be assigned to the sponsors operating board or Board of Directors to maintain open and current communications of all planned activities. State wide promotion of the Strawberry Festival shall include various marketing strategies and programs that are designed to attract tourism throughout Washington, Oregon and British Columbia. Maryfest agrees to maintain a full time web site that provides the annual calendar of events no later than May1st of each festival season. Related brochures and guides are to be published within 30 days of the actual festival dates.
5. If the Sponsoring Festival Organization hosts a public golf tournament event, first consideration is to host the tournament on the City's Cedarcrest Golf Course.
6. Beer Garden:
If the Festival Applicant hosts or allows any vendor to operate a Beer Garden, the Festival Applicant and the vendor must show full compliance with all applicable applications, permits, insurance requirements, laws, regulations and codes within 15 DAYS (time period) prior to the event.

EXHIBIT B
ANNUAL STRAWBERRY FESTIVAL PROPOSAL 2018



2018 Strawberry Festival Permit Proposal

Prepared for: City of Marysville

Prepared by: Maryfest, Inc.

We are very excited to be working with and promoting the
City of Marysville and North Snohomish County.



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Sponsoring Agency Information

Applicant/Sponsoring Agency

Sponsoring Agency: **Maryfest Incorporated**

Business Mailing Address: **PO Box 855
Marysville WA 98270**

Business Physical Address: **1259 State Ave.
Marysville WA 98270**

Business Telephone: **360-659-7664**

Business Fax: **360-651-9854**

Website: www.maryfest.org

Tax Identification #: **23-7432611**

Sponsoring Agency Official(s) of Record:

Name:	Jodi Hiatt	Title: President
Telephone:	Cell: 425-239-2302	Work: 360-659-4706
Name:	Darrel Wigdahl	Title: President Elect
Telephone:	Cell: 425-330-9503	Work: N/A
Name:	Chris Nation	Title: Vice President
Telephone:	Cell: 425-322-6630	Work: 360-658-9195
Name:	Mary Kirkland	Title: Secretary
Telephone:	Cell: 425-344-3310	Work: 360-659-3222
Name:	Veronica Love	Title: Treasurer
Telephone:	Cell: 425-870-4275	Work: N/A



HISTORY / MISSION / FUNDING

History

Strawberry Festival has been a Marysville tradition since 1932. In 1974 Maryfest Inc., the managing corporation for the Marysville Strawberry Festival, was formed. The primary mission of Maryfest Inc. is to organize, manage, and govern the annual Strawberry Festival and to promote the Communities of Marysville and Tulalip throughout the Pacific Northwest, Oregon and Canada.

Mission Statement

Promote tourism for the City and businesses of Marysville and the surrounding communities. Promote and honor educational, leadership and volunteer opportunities for youth living within the Marysville School District Boundary through the annual scholarship program and other festival and community events.

Legal Structure

Maryfest, Inc. is a 501 (c) 4 nonprofit organization as identified by the US Internal Revenue Service. Management of the Corporation, is vested in the fifteen (15) Board of Directors. The Executive Officers and Board include the President, President-Elect, Vice President, Secretary, Treasurer, and Board Members. The Strawberry Festival is supported by Event Directors and Committee Members that are all non-paid volunteers residing in the City of Marysville and surrounding areas.

Membership and Funding

Members of Maryfest, Inc., shall be individuals, partnerships, corporations, associations and firms of every type and description interested in promoting the community of Marysville. Membership fees are established and approved by the Board of Directors.

The Marysville Strawberry Festival is made possible through financial support received through corporate sponsorships, individual or corporate donations and federal, county and community grant programs.



INSURANCE / ADVERTISING

Insurance

General Insurance coverage for Maryfest, Inc and for all Strawberry Festival approved events are provided through Capital Specialty Insurance Corporation, Middleton, WI, an “A” rated company and Great American Insurance Group, Cincinnati, OH, an “A+” rated company.

The local insurance agent for Maryfest, Inc.,
Marysville-Anderson Insurance Agency
13805 Smokey Point Blvd, Suite 105
Marysville, WA 98271
360-653-0900

The City of Marysville and the Marysville School District #25 are named as additional insured in the liability policy of \$1 million per occurrence and \$2 million aggregated per event during the Strawberry Festival for a period to include twenty-four hours (24) prior to the first of any and all activities presented by the Annual Festival Permit and extending for a period not less than twenty-four hours (24) following the completion of the festival event, including activities associated with the post Festival activities required to complete all events. Additionally, a Certificate of Insurance is required for all motorized units/vehicles, equestrian units, and food vendors with the City of Marysville, the Marysville School District #25, Maryfest, Inc., and their employees and volunteers named as additional insured.

Our current policy covers Maryfest, Inc. from January 25, 2018 (1/25/2018) through January 25, 2019 (1/25/2019). A copy of coverage is attached to this application for the City of Marysville records.

Advertising

Advertising for the promotion of the annual festival includes radio and Television promotions. Possible partnership with Marysville School District TV-3 are still under consideration. For the 2018 Strawberry Festival, Maryfest is allowing both the Marysville Globe and the North County Outlook the opportunity to produce a Festival Program Guide, thus allowing for a larger distribution of festival content and business ad opportunities. Promotional ads will be placed in the Everett Herald, North County Outlook, and various Sound Publishing newspapers throughout Puget Sound. Event Posters and counter cards will be locally printed and distributed throughout the north county communities and businesses.

Additionally, the traveling float trailer will display our financial corporate sponsors logos and the City of Marysville logo as supporters of the Marysville Strawberry Festival.



OPERATIONS

Bleachers

Maryfest, Inc., owns remote controlled hydraulic bleachers. The bleachers are 45 feet long, portable, and take 30 minutes to set up and take down. The bleachers will be used at the Grand Parade, the Kiddies Parade (placement location – Eastside of 5th [in road] & State and any other event where they are needed.

Portable Restroom Placement

Portable Restrooms are provided and serviced by NW Cascade Honey Bucket (800-562-4442). They will be placed at the following locations and on dates listed.

Saturday, June 9th, 2018

3 Standard & 1 ADA

Kid’s Party in the Park (Asbury Field)

Friday, June 15, 16, 17, 2018

2 Standard

Kiwanis Beer Garden (7th & Alder)

12 Standard & 2 ADA

Market in the Park (Asbury Field)

Saturday, June 16, 2018

2 Standard

Marysville School District Administration (4220 - 80th)

1 Standard, 80th St. Outside Fenced Area

1 Standard, 78th St. Outside Fenced Area

3 Standard

76th Street Area

1 unit at Key Bank on 76th just pasted the driveway into Key Bank inside the white line backed up to the wood fence south side

1 unit on 76th North side under signage that reads North State Auto Clinic

1 unit at E & E Lumber outside of the gate opening on the side

3 Standard

Safeway Parking Lot (1258 State Ave.)

2 units at the north end of the parking lot

1 unit at (the south end there is a closed expresso stand at the corner of State and Grove)

1 Standard

Buzz Inn Restaurant (Grove & State)

1 unit SW corner of the parking lot close to the sidewalk

1 Standard

Rushmore Tax Services (1094 State Ave.)

1 unit North side of Business Sign

1 Standard

Municipal Court & Cascade Veterinary Clinic (1094 State Ave.)

1 unit on the side walk

2 Standard

State St. Food Mart (10th & State)

2 units North of street barricade under business sign

1 Standard

9th St. Empty Bldg. (Grey w/red roof) (901 9th Street)

6 Standard

Totem Middle School (7th & State)

Sidewalk Area

2 Standard

6th & State Ave - NW Corner (Beige Building w/green metal roof)

2 units on Sidewalk

1 Standard & 1 ADA

5th & State Ave. – NE Corner

2 Standard

4th & State Ave. – NE Corner (Jimmy Johns Restaurant)

2 units on State Ave. Sidewalk close to the alley next to Jimmy Johns Building

1 Standard

3rd & Columbia St.

1 unit in a parking lot stall on Columbia St., close to corner

1 Standard	3 rd & Alder St. – SW Corner 1 unit in a parking stall on the SW Corner
1 Standard	2 nd & Alder St. – NW Corner 1 unit in a parking stall on the NW Corner
2 Standard	City of Marysville – Public Works (80 Columbia) 2 units inside main gate on grass before 2 nd gate

Risk Management Plans

Maryfest, Inc is currently working with the City of Marysville to develop and update all disaster preparedness plans for the 2018 Strawberry Festival. All evacuation and disaster plans will be approved and in place prior to June 1st, 2018. In our updated plan all events will have new radio communication procedures regarding emergency response and actions.

Risk Assessment Manager:
Chris Nation
Cell: 425-322-6630

Asst. Risk Manager:
Mary Kirkland
Cell: 425-344-3310

Evacuation Plans

Berry Run Safety and Evacuation Plan: (No Action Required by Festival or City Depts)

Plan being developed by the Berry Run Chair, the Tulalip Resort, and Tulalip Police.

*We will include a copy for reference only, no action by the City of Marysville is required.

MARKET in the Park Safety and Evacuation Plan:

1. Three (3) of four (4) gates are always open during market hours.
 - a. In case of Emergency and/or evacuation, Gate #4 (located at back of field on Quinn, SE corner) will be opened immediately.
2. In the event of a fire emergency the Market Crew will terminate all electrical power at main box located at North end of field if necessary.
3. Market committee has a Certified Red Cross First Responder on site during operational hours.
 - a. If emergency requires 911 will be notified as soon as possible.
4. Two (2) fire extinguishers are located at the Market office (NW corner of field), motor home at main gate on Alder.
5. In case of severe lightning or weather related storm, Market shall be evacuated in an orderly manner, once field is evacuated all gates will be closed and no one will be allowed into field until weather permits and the all clear is given.
6. Please see attached map given to each vendor in welcome packet for emergency exits. (See map Appendix H).

**** In the event of any emergency situation, market staff will notify Emergency First Responders by dialing 911.**

Parade Route Safety Features and Evacuation Plan:

Special Venue Safety Requirements and Evacuation Plans:

Carnival Site Safety Requirements and Evacuation Plans:

** Funtastic Carnivals Inc, is responsible for the confirmation and approval of emergency plans



2018 TRAVELING FLOAT SCHEDULE

2018 Traveling Float Schedule for Advertising Information

April 7, 2018	Daffodil Festival (Tacoma, Puyallup, Sumner, Orting)
May 5, 2018	Apple Blossom Festival (Wenatchee, WA)
May 12, 2018	Irrigation Festival (Sequim, WA)
May 19, 2018	Lilac Festival (Spokane, WA)
May 26, 2018	Hyack Festival (New Westminster, BC)
June 2, 2018	Rose Festival Starlite Parade (Portland, OR)
JUNE 16, 2018	MARYSVILLE STRAWBERRY FESTIVAL
June 30, 2018	Founder's Day (Cashmere, WA)
July 14, 2018	Capital Lakefair Festival (Olympia, WA)
July 21, 2018	West Seattle HI-YU (Seattle, WA)
July 22, 2018	Chinatown (International District Seattle, WA)
July 25, 2018	Greenwood Parade (Greenwood /Seattle, WA)
July 29, 2018	Seafair (Seattle, WA)
August 4, 2018	Pioneer Days Parade (Lake City, WA)
August 11, 2018	Penticton Peach Festival (Penticton, Canada)
August 25, 2018	Fair Days Parade (Monroe, WA)
September 29, 2018	Autumn Leaf Festival (Leavenworth, WA)
October 10, 2018	Salmon Day (Issaquah, WA)
December	Merrysville for the Holidays (Marysville, WA)



2018 STRAWBERRY EVENT SCHEDULE BY DAY

Saturday - June 9th, 2018

9:00 am – 11:00 am
10:00 am - 4:00 pm

Berry Run (Tulalip Resort Amphitheater)
Kid's Party in the Park (Asbery Field) – **Event A**

Tuesday - June 12th, 2018

12:00 Noon – 2:00 pm

April Friesner Royalty Scholarship Fund Luncheon & Fashion Show
(Leifer Manor, 12511 State Ave., Marysville WA 98271)

Thursday - June 14th, 2018

6:30 pm – 9:30 pm
TBD ***

Talent Show (Marysville Pilchuck High School Auditorium)
Carnival (Marysville Middle School - Athletic Field) – **Event B**

Friday - June 15th, 2018

TBD ***
2:00 pm – 8:00 pm
12:00 noon – 10:00 pm

Carnival (Marysville Middle School - Athletic Field) – **Event B**
Market (Totem Middle School - Asbery Field) – **Event C**
Kiwanis Beer Garden (7th & Alder) – **Event D**

Saturday - June 16th, 2018

TBD ***
10:00 am – 8:00 pm
12:00 noon – 10:00 pm
12:00 pm – 5:00 pm
2:00 pm – 3:00 pm
1:00 pm – 2:00 pm
6:00 pm – 7:00 pm
7:45 pm – 10:00 pm

Carnival (Marysville Middle School - Athletic Field) – **Event B**
Market (Totem Middle School - Asbery Field) – **Event C**
Kiwanis Beer Garden (7th & Alder) – **Event D**
Creative Kids Art Celebration (Totem Middle School) – **Event E**
Strawberry Shortcake Eating Contest (Asbery Field) – **Event F**
Rose Planting Ceremony (Totem Middle School)
Kiddies Parade (State Avenue from 7th St. – 5th St.) – **Event G**
Grand Parade (State Avenue from 80th – 3rd St.) – **Event H**

Sunday – June 17th, 2018

TBD ***
10:00 am – 5:00 pm
12:00 noon – 5:00 pm

Carnival (Marysville Middle School – Athletic Field) – **Event B**
Market (Totem Middle School - Asbery Field) – **Event C**
Kiwanis Beer Garden (7th & Alder) – **Event D**

*** Carnival hours are weather permitting and dependent on school hours, if necessary.



2018 EVENT CONTACT INFORMATION

All calls should be directed to the Festival office (360-659-7664) or to the website at www.maryfest.org. *** *The phone numbers listed are for emergency use only.* ***

Berry Run

Date: Saturday, June 9th, 2018
Time: 9:00 am – 11:00 am
Location – Tulalip Resort and Casino – Amphitheatre
Contact: Jeff Sowards PH 206-819-4907

Kid's Party in the Park– Event A

Date: Saturday, June 9th, 2018
Time: 10:00 am – 4:00 pm
Location – Totem Middle School - Asbery Field
Contact: Marcy Giesler PH 360-653-6584

April Friesner Scholarship Fund Royalty Luncheon & Fashion Show

Date: Tuesday, June 12th, 2018
Time: 12:00 Noon – 2:00 pm
Location: Leifer Manor, 12511 State Ave., Marysville WA 98271
Contact: Sue Stevenson PH 360-659-1100

Talent Show

Date: Thursday, June 14th, 2018
Time: 6:30 pm – 9:30 pm
Location: Marysville Pilchuck High School - Auditorium
Contact: Marcy Giesler PH 360-653-6584

Funtastic Carnival– Event B

Dates: Thursday, June 14th – Sunday, June 17th, 2018
Time: TBD ** Dependent of School Hours and weather
Location: Marysville Middle School
Contact: Funtastic – Rob Rue PH 503-761-0989 or 503-519-8388
Local Contact: Tom King PH 425-238-0994

Market in the Park– Event C

Dates: Friday, June 15th – Sunday, June 17th, 2018
Times: Friday – 2:00 pm – 8:00 pm
Saturday 10:00 am – 8:00 pm
Sunday 10:00 am – 5:00 pm
Location: Totem Middle School - Asbery Field
Contact: Tom King PH 425-238-0994
Veronica Love PH 425-870-4275

Kiwanis Beer Garden– Event D

Dates: Friday, June 15th – Sunday, June 17th, 2018
Times: Friday - 2:00 pm – 10:00 pm
Saturday – 10:00 am – 10:00 pm
Sunday – 10:00 am – 5:00 pm
Location: 7th & Alder
Contact: Dave Voight PH 360-653-51



2018 EVENT CONTACT INFORMATION

Creative Kids Art Celebration– Event E

Date: Saturday, June 16th, 2018

Time: 12:00 pm – 5:00 pm

Location: Totem Middle School – School House Café / Parking Lot

Contact: Frank Michal PH 425-210-9570

Strawberry Shortcake Eating Contest– Event F

Date: Saturday, June 16th, 2018

Time: 2:00 pm – 3:00 pm

Location: Totem Middle School - Asbery Field

Contact: Amy Edwards PH 253-228-0289

Rose Planting Ceremony

Date: Saturday, June 16th, 2018

Time: 1:00 pm – 2:00 pm

Location: Totem Middle School and State Ave.

Contact: Jodi Hiatt PH 360-659-4706

Kiddies Parade– Event G

Date: Saturday, June 16th, 2018

Time: 6:00 pm – 7:00 pm

Location: State Avenue 7th – 5th

Contact: Michelle Sato PH 425-387-2847

Grand Parade– Event H

Date: Saturday, June 16th, 2018

Time: 7:45 pm – 10:00 pm

Location: State Avenue

Contact: Carol Kapua PH 360-659-6086, Co-Chair

Ed Giesler PH 360-653-6584, Co-Chair

VIP Transportation

Date: Saturday, June 16th, 2018

Time: 2:00 pm – 12:00 Midnight

Location: State Avenue

Contact: Darrel Wigdahl PH 425-330-9503



STREET DEPARTMENT

STREET CLOSURES

6:00am, Thursday, June 14, – 10:00 pm, Sunday, June 17th, 2018

7th Street closed from Alder to Quinn

*** the beer garden and Market will use this area for three consecutive days and require full street closure.

Friday – June 15th, 2018

“NO PARKING AFTER 4:00 PM SATURDAY, JUNE 16th” signs posted with Barricades on 2nd from Columbia Avenue to Quinn Avenue and at 3rd & Alder (both sides of streets). Except for Band & Drill teams buses and vans.

Saturday – June 16th, 2018

7:00 am* 7th Street from State to Alder – Necessary for “Creative Kids Art Celebration”

1:00 pm 5th Street from State to Columbia
5th Street from State to Delta

4:00 pm **Rolling Close** to start at 80th & State going South on State Avenue from 80th & Grove & Grove to 4th.
76th St from State Avenue to 43rd ***Need to confirm
Grove Street to 43rd to State.
6th Street to 10th from State Avenue to Columbia
6th Street to 9th from State Avenue to Delta
2nd Street from Columbia to Quinn

6:35 pm 3rd Street from State to Alder
State Avenue from 4th to 3rd

4:30 pm Grove Street from Cedar to 43rd
7:05 pm 4th Street from Cedar to 47th

*** Streets should be closed to all traffic with the exception of emergency vehicles and Festival officials. Special passes will be posted on all Festival vehicles.*

Copy of Street Closures Attached. (Appendix F)

Carol Kapua (360-659-6086), Grand Parade Co-Chair, will work with WADOT & City of Marysville for required permits for 4th Street closure.



STREET DEPARTMENT

STREET DEPARTMENT ASSISTANCE

In addition to the specific events below, street barricades are requested for all festival events requiring Street Closures signs (please see page 12). Maryfest, Inc has already provided required signage to the City of Marysville, Public Works Department. Public Works is currently in the possession of signage for posting notice of closure of SR 528, 4th Street and 88th Street Freeway Exits and Ebey Slough Bridge. If replacement/repair of signage is required, please contact Ed Giesler at 360-653-6584.

Wednesday – June 13th, 2018

MARKET: Barricade placed at back gate of Asbery Field on Quinn.

Thursday – June 14th, 2018

BEER GARDEN: Barricades after 6:00 am on 7th Street from Alder to Quinn.

Saturday – June 16th, 2018

5:00 pm to end of event

GRAND PARADE: Please see street closures (Appendix F) to determine how many barricades are needed. Barricades places on 3rd to 2nd street jog used by parade participants (per suggestion of street department)?



PUBLIC WORKS DEPARTMENT

PUBLIC WORKS ASSISTANCE

SANITATION DEPARTMENT

Saturday – June 9th, 2018

Dumpster for Kid's day

1 dumpster placed on the corner of 7th & Alder next to fence

Recycle containers for Kid's day

10 Recycle containers

Thursday, June 14th – Sunday, June 17th, 2018

Dumpster for Market

4 dumpsters placed on corner of 7th & Alder next to fence

****Service is requested once per day in AM on all dumpsters**

Recycle container for Market

20 Recycle containers

Saturday, June 16st, 2018

GRAND PARADE

Trash containers in ½ block intervals on State Ave. from 76th to 3rd Street.

Trash containers in 1 block intervals on 3rd Street from State Ave. to Alder St.



POLICE DEPARTMENT

POLICE ASSISTANCE

Friday, June 15th, 2018

Market: 2:00 pm – 9:00 pm

Occasional walk through to monitor Asbery Field

Saturday, June 16th, 2018

Grand Parade: 4:00 pm to end of event

Assistance with crowd control and street closures

Lost and Found Tent: 4:00 pm to end of event

Location: 6th and State (Staffed by Police Dept. Personnel)

Parade Vendors: 5:00 pm to end of event

Festival officials will radio Festival Risk Manager at Command Post if Police assistance is required in removing non-authorized vendors from parade route. Festival Representative will wait on scene for police assistance to arrive. Festival Officials will display identification for all parties.

Market: 10:00 am – 9:00 pm

Occasional walk through to monitor Asbery Field

Kiddies and Grand Parades: Seafair Marshals will assist in crowd control.

Market Security: Private security will provide afterhours patrols. Security Firm contact will be given to the Marysville Police Dept.

Dates and times contract security is provided: Thursday- June 14th, Friday – June 15th & Saturday – June 16th,

*** Hours for all three (3) nights: 9:00 pm – 6:00 am

Carnival: Carnival Manager will contact Marysville Police Department for any security needs. ***Maryfest, Inc. is NOT responsible for carnival security.***



FIRE DEPARTMENT

FIRE DEPARTMENT ASSISTANCE

Saturday – June 16th, 2018

4:00 pm – 6:00 pm

GRAND PARADE: Fire Marshall requested at Marysville School District Administrative Offices for float inspections.

Aid Car/ Ambulance: 4:00 pm – End of Event
Location: 6th and State



PARKS & RECREATION DEPARTMENT

PARKS & RECREATION ASSISTANCE

MAY 12th, 2018 – 27 days prior to Festival until Monday, June 18th, 2018
ALL FESTIVAL BANNERS TO BE HUNG UP

WEDNESDAY, JUNE 13th

Festival: Usage from 8:00 am Thursday, June 14th – Monday, June 18th
20 2-way radios for event and emergency communications
Contact person from City – Diana Rose (360) 363-8096

WEDNESDAY- JUNE 13th, 2018

Market: Usage from 8:00 am Thursday, June 14th – Sunday, June 17th
10-12 picnic tables to be used in food court
1 gator
Electrical cord crossing guards
11 Electrical “Spider” distribution boxes

SATURDAY – JUNE 16th 2018

PARADE: Usage from 12:00 Noon – 11:00 pm
2 golf carts to be delivered to Key Bank at 76th Street