

## Carolyn Hicks

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**To:** Charles Soules  
**Subject:** RE: Hearts of Gold Parking

**From:** Joe Caldwell [<mailto:joe.caldwell@bartwest.com>]  
**Sent:** Wednesday, April 16, 2014 2:49 PM  
**To:** Mark Thiel  
**Cc:** Charles Soules  
**Subject:** Hearts of Gold Parking

Mark –

Based on direction from Kathy Clausing-Willis at LMH, I'm forwarding you the following request.

On behalf of Lawrence Memorial Hospital Endowment Association(LMHEA), I am sending you a formal request to be able to use City parking for the upcoming bi-annual Hearts of Gold fundraising event to be held on Saturday, May 10, 2014. The event will begin around 5:00PM that evening with setup going on throughout the day. The money raised at this year's event is going towards the renovation of the 4<sup>th</sup> floor of the hospital, which contains Rehabilitation Services and Transitional Care.

The event will be at the Lawrence Journal World (LJW) facility in downtown Lawrence. Normally, we expect about 600 people to attend this black tie event, which requires a large amount of parking. Since there is not enough private parking we can dedicate to the attendees, we are asking for the City's assistance in helping dedicate enough parking as close as possible to the event. The attached drawing shows the different lots we are hoping to use, and I've provided more detail about each lot below. We are hoping the City will allow us to use the City parking spaces and block those off for the entire day on May 10<sup>th</sup>, so we can make sure and have access to the spaces late that afternoon and evening.

### Lot 1

This lot is on the east side of Massachusetts Street and includes 13 stalls plus 1 ADA stall. Our intention for these stalls would be to use them all as ADA stalls for the event.

### Lot 2

This lot is the small lot to the south of City Hall and north of LJW. This lot contains 23 stalls plus 2 ADA stalls. At every Hearts of Gold event there is VIP parking located as close to the entrance as possible. The entrance to the event will be the northwest corner of the LJW building near the loading docks. We would dedicate this lot as the VIP parking location.

### Lot 3

This lot is a combination of two private parking areas owned by LJW. There are 73 stalls in these lots, some of which will be taken up by LJW employees who are working that evening.

### Lot 4

This lot is a grouping of City owned metered parking, which includes 43 parking stalls.

### Lot 5

This is the ramp area down to the lower level of the Riverfront Plaza Parking Garage. This area includes 21 parking stalls. We would block off this area to the lower level of the garage, but still allow people accessing the garage from Rhode Island to reach the upper level of the garage.

### Lot 6

We would like to use all of the parking spots in the lower level of the Riverfront Plaza Parking Garage that are not marked for City Vehicles. There are at least 190 stalls available that are not marked for City Vehicle use.

Finally, please note that we are indicating the alley between Lot 2 and the LJW building be used as a drop off lane. Once people go through the drop off lane, we will require they go right onto Massachusetts Street towards 6<sup>th</sup> Street and circle back to the designated parking areas.

Please review our request and let me know if you need additional information or have any questions.

Thanks,  
Joe

Joseph G. Caldwell, P.E.



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