



# Neighborhood Block Party Trailer



The neighborhood block party trailer is all yours for the day. We hope it provides opportunities to come together as a community. Please remember to take and pass along some pictures so we can share them with the rest of the community.

Please email pictures to [chavarriae@bouldercolorado.gov](mailto:chavarriae@bouldercolorado.gov)

If you have any concerns about delivery and/or pickup, please call:

**(303) 441-1895**

For any issues about the trailer not related to delivery, please call:

Edgar Chavarria at (303) 441-1895 or  
Brenda Ritenour at (303) 916-7465

# IMPORTANT: TAKE CARE OF THE TRAILER AND BE SAFE!



We are excited that you have decided to reserve the block party trailer for your neighborhood event! The trailer has proven to be very popular. As a free service to the community, the City of Boulder asks that you take good care of the trailer and its contents and ensure that it remains in the same condition as when you found it.

## WHAT YOU WILL FIND IN THE TRAILER



### Manage and Minimize your waste



#### Waste container

We encourage you to use reusable items to minimize trash as much as possible. Recycle and trash bins must be used at all neighborhood block party trailer events. But don't worry ... we've made it easy! Included in the trailer are the bins, as well as regular trash bags. Any bag can be used for the recycle bin – but remember that the bag itself cannot be recycled, rather it should only be used to collect the recyclables.

#### Accessories

Included in the block party trailer are:

- Folding tables
- Folding chairs
- Water jugs
- Coolers
- First aid kits

#### Toys and activities

While these items may rotate throughout the season as they are refreshed and replenished, expect to find:

- Bocce ball
- A variety of balls and kids' games
- Coloring books – for all ages
- Frisbees
- Hula hoops
- Jump ropes

### Type 3 Barricades

A block party permit must be secured before your event to use the barricades. If you have done so, please place one barricade at each end of the street.



If you did not obtain a block party permit, you may not close the street or use the barricades.

Doing so without a permit is illegal and could result in fines, criminal charges, or a lawsuit.





### When you get started, please:

- Take a moment to verify that the metal trailer jacks are safely screwed into place on both sides of the rear end of the trailer. Also, check to make sure the wheel chocks are securely in place around the rear wheel, and that the wheel lock is secured. The delivery driver will put these safety items in place, but we ask that you double-check.
- Make a mental note of how items are stored and secured in the trailer. Most storage areas are labeled to make it easier when packing up after your event.
- If you obtained a block party permit and plan to close your street, put the Type III barricades in place – one at each end of the street. The barricades are light and simply slide into the plastic base for ease of use.
- If you did **not** obtain a block party permit, you may not close the street or use the barricades. Doing so without a permit is illegal and could result in fines, criminal charges or a lawsuit.

### During the event, please:

- Take a moment throughout the day to make sure everything remains in place and the trailer is safe and secure.
- Have fun!

### When you are ready to pack up, please:

- Wipe down any wet or dirty surfaces with a dry or damp towel. Do not spray the interior of the trailer with water.
- Return all items to their original spot and secure with bungee cords or other straps that have been provided. Place all toys and activities back in their labeled bins and return to the shelves.
- Once everything is packed up, locked and ready to be picked up, please “reply all” to the email you received prior to the trailer being delivered. Include the words “READY TO GO” or something similar to alert city staff that the trailer is indeed ready for pickup. If we do not receive an email reply from you by 6 a.m. the morning following your event, a city staff member will call you for confirmation.



# Neighborhood Block Party Trailer

## Communication and Engagement

## Neighborhood Services

Edited July 2023