

COUNCIL ACTION FORM

SUBJECT: AMES PATRIOTIC COUNCIL MEMORIAL DAY PARADE REQUESTS

BACKGROUND:

Each year the Ames Patriotic Council conducts a community observance of Memorial Day. This observance involves a parade from City Hall to the Municipal Cemetery, followed by a community memorial service at the Cemetery.

The following requests for May 30, 2016, are presented for City Council approval in order to facilitate this year's Memorial Day observance:

- Closure of Fifth Street from east of Pearle Avenue through the Clark Avenue intersection from 9:00 a.m. to 11:00 a.m. for the line-up and start of the parade entries.
- Closure of Lot N, east of City Hall, for overflow staging if needed, from 9:00 a.m. to 11:00 a.m.
- Temporary closure of Clark Avenue from Fifth to Ninth Street (for movement of the parade) between 10:30 a.m. and 11:00 a.m.
- Temporary closure of Ninth Street between Clark Avenue and Maxwell Avenue (for movement of the parade) between 10:45 a.m. and 11:00 a.m.
- Temporary closure of Sixth Street at Clark Avenue and Duff Avenue at Ninth Street as the parade moves through those intersections

It should be noted that temporary closures of residential streets that intersect Ninth Street and Clark Avenue will occur as the parade progresses. Public Works will provide barricades for all of the street closure areas. Barricades will be staffed by parade volunteers and/or residents of the area. Most intersection closures will last for only a few minutes.

The Ames Police Department will provide a lead car for the parade and will assist participants through the Ninth Street and Duff Avenue intersections. Although Memorial Day is a City Holiday, any City Hall employees who still are working will be asked to park vehicles in the north half of Lot M that morning. The rain location for activities will be the Ames Municipal Auditorium. No lost parking meter revenue is anticipated due to the holiday.

ALTERNATIVES:

1. The City Council can approve the Ames Patriotic Council's requests for use of City facilities and services as outlined above for the Memorial Day observance on May 30, 2016.
2. The City Council can ask the Ames Patriotic Council to pursue alternate plans for the Memorial Day observance.
3. The City Council can deny the requests.

MANAGER'S RECOMMENDED ACTION:

The parade and memorial service at the Municipal Cemetery are an integral part of the community's annual Memorial Day commemoration.

Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, thereby approving the Ames Patriotic Council's requests for use of City facilities and services for Memorial Day activities on May 30, 2016.



SUMMARY OF EVENT

DESCRIPTION

Event Name Memorial Day Parade and Ceremony

Description Parade from City Hall to Municipal Cemetery, then Ceremony.

- Event Category**
- | | |
|---|--|
| <input type="checkbox"/> Athletic/Recreation | <input type="checkbox"/> Concert/Performance |
| <input type="checkbox"/> Exhibits/Misc. | <input type="checkbox"/> Farmer/Outdoor Market |
| <input type="checkbox"/> Festival/Celebration | <input checked="" type="checkbox"/> Other (please explain) |
| <input checked="" type="checkbox"/> Parade/Procession/March | Clark to 9th St to Cemetery |

Anticipated Attendance Total 100 Per Day _____

DATE/TIME

Setup	Date <u>5/30/16</u>	Time <u>10:00 am</u>	Day of Week <u>Monday</u>
Event Starts	Date <u>5/30/16</u>	Time <u>10:30 am</u>	Day of Week <u>Monday</u>
Event Ends	Date <u>5/30/16</u>	Time <u>12:00 pm</u>	Day of Week <u>Monday</u>
Teardown Complete	Date <u>5/30/16</u>	Time <u>5:00 pm</u>	Day of Week <u>Monday</u>

Rain Date, if applicable 5/30/16

Rain Location, if applicable City Hall

LOCATION

Region

(Select one or more)

- Main Street Cultural District (Downtown)
- Campustown District
- Iowa State University Property
- City Parks
- Other (please explain) Clark to 9th St to Cemetery

Please note that events occurring in the Downtown, Campustown, in City parks, or on ISU property require prior approvals. A letter of support will be required from CAA if the event occurs in Campustown or from MSCD if the event occurs in Downtown. Please contact the appropriate office well in advance:

Downtown - Main Street Cultural District: (515) 233-3472

events@amesdowntown.org

Campustown - Campustown Action Association: (515) 450-8771

director@amescampustown.com

Iowa State University - Events Authorization Committee: (515) 294-1437

eventauthorization@iastate.edu

CONTACTS

Host Organization

Ames Patriotic Council

Local Contact (Required)

Must be present during event

Name: Michael Deacon

Address: 317 9th St

Telephone: () _____

Cell phone: (712) 221-9127

Must be available by cell phone during event

Email: natlcmdr0405@hotmail.com

At least ten business days prior to the event, Organizer must submit Emergency Contact List, including names and numbers of all coordinators, volunteers, and location assigned to each.

Yes No

Is this an annual event? How many years have you been holding this event? 51

Is this event open to the public?

Is your event being held in conjunction with another event (e.g. *Farmers' Market, 4th of July, etc.*)?

If yes, please list