

**COUNCIL ACTION FORM**

**SUBJECT: AMES PATRIOTIC COUNCIL MEMORIAL DAY PARADE REQUESTS  
FOR MAY 31, 2010**

**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 memorial service at the Cemetery.

The following requested items are presented for City Council approval in order to facilitate the Memorial Day observance:

1. Closure of the south half of Parking Lot M (west of City Hall) from 9:00 a.m. to 11:00 a.m. for staging of the parade entries
2. Closure of Fifth Street from Pearle through the Clark Street intersection from 9:00 a.m. to 11:00 a.m. for the line-up and start of the parade entries
3. 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.
4. Temporary closure of Ninth Street between Clark Avenue and Maxwell Avenue (for movement of the parade) between 10:45 and 11:00 a.m.
5. Temporary closure of Sixth Street and Duff Avenue 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 only for a number of minutes.

The Old Town Neighborhood Association, Bandshell Neighborhood Association, and Willson-Beardshear Neighborhood Association have been notified of the event. The Ames Police Department will provide a lead car for the parade and will assist participants through the Sixth Street and Duff Avenue intersections.

City Hall employees will be asked to park personal and work vehicles in the north half of Lot M for that morning. The rain location for activities will be the Ames Municipal Auditorium.

**ALTERNATIVES:**

1. The City Council can approve the Ames Patriotic Council's requests for use of City facilities and services for Memorial Day festivities on May 31, 2010.
2. The City Council can direct staff to make other arrangements with the Patriotic Council.
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 approve Alternative #1, thereby approving the Ames Patriotic Council's requests for use of City facilities and services for Memorial Day festivities on May 31, 2010.

Ames Patriotic Council  
P.O. Box 2405  
Ames, IA 50010

Date: March 31, 2010

To: City of Ames  
Attn: Emily Burton

Encl: City Of Ames Form: Special Event Information Sheet

Re: Memorial Day Planning

The Ames Patriotic council is again planning an observance for Memorial Day, May 31, 2010. We ask permission and cooperation regarding the following issues. Please note that in early April the Special Events Info Worksheet was submitted.

1. Permission to use the parking lot west of City Hall to stage the Memorial Day parade. We will be responsible for clean up. If a horse unit is involved, they will agree in writing to handle their debris. At this point, none have asked to participate.
2. In the past, we have asked parade participants to enter from 6<sup>th</sup> Street for staging and leave out of the south entrance onto 5<sup>th</sup> Street. We would like to block 5<sup>th</sup> Street from Pearl to Clark to line up the lead units of the parade. To do this we will need 6 barricades (3 at 5<sup>th</sup> & Pearl and 3 at 5<sup>th</sup> and Clark).
3. If at all possible, we ask that City vehicles, which would normally be parked in the West lot, be left in the north most stalls. This will help us line up our motorized entrants since we anticipate filling five rows, two deep, with people and/or cars.
4. We request a Police escort car for the head of the parade. Staging will take place starting at approximately 9:30 AM, with the parade leaving on 5<sup>th</sup> Street at 10:30 AM. The lead car would be the Police escort. The parade will travel up Clark to 9<sup>th</sup> Street, then East on 9<sup>th</sup> Street to the Cemetery, arriving at approximately 10:45 AM with all the units there by 11:00 AM. We would also ask that the Police Department block crossing traffic at 9<sup>th</sup> and Duff as they have done in the past.
5. We request use of the City Auditorium in case of rain. Cooperation from the City in making this facility available if needed will be greatly

appreciated. We also request that Parks and Rec. provide 75 chairs at the cemetery and for them to set them up and take them down.

6. Cy Ride. We ask that the run on Clark and 5<sup>th</sup> Street be rerouted from 9:30 to 11:30 Am on Memorial Day.
7. We ask that the Mayor be the city official at the program. If the Mayor is not available someone else would be designated as city official.
8. Keven Brace, member of the Patriotic council, is again handling details with cemetery personnel.

In the past we have received the above services and permission at no cost to the Patriotic Council. The Patriotic Council appreciates the contributes cooperation of the City of Ames,

Questions regarding the above request may be directed to Dan Divine, secretary of the Ames Patriotic council at the address or phone number below.

Thank you for your continued cooperation and support.

Dan Divine  
2812 Torrey Pines Rd.  
Ames, IA 50010  
(515)233-4064 (work)  
daniel.p.divine@stifel.com

