

MEMORAN

September 28, 2021

TO: Honorable Mayor and City Commission

VIA: James Slaton, City Manager

FROM: Jennifer Nanek, City Clerk

SUBJECT: Special Event Permit Application for the Veterans' Day Parade
Temporary Street Closings

SYNOPSIS: Approval of the Special Event Permit Application will allow the American Legion Memorial Post 71 to hold a Veterans Day Parade on Thursday November 11, 2021 and will allow for the temporary closing of Central Avenue.

RECOMMENDATION

It is recommended that the City Commission take the following action:

- Approve the Special Event Permit application from the American Legion Memorial Post 71 to hold the Veterans' Day parade on Saturday November 11, 2021 between the hours of 11:00 a.m. and 1:00 p.m.
- Approve the request for the temporary closing of several streets in the downtown area on November 11, 2021 between the hours of 11:00 a.m. and 1:00 p.m. The streets to be closed are as follows; Central Avenue at M.L. King Jr. Blvd east, crossing Scenic HWY to Lake Shore Blvd., then north on Lake Shore Blvd to Lake Wailes Park where the parade will end.

BACKGROUND

Ira Andy Anderson, of the American Legion Post #71, has submitted a special event permit application to hold a Veterans' Day parade on Thursday November 11, 2021 between the hours of 11:00 a.m. and 1:00 p.m. to honor all veterans past and present. This application also includes a request for the temporary closing of Central Avenue through the downtown area. Line up for the parade will begin at noon at the Municipal Administration Building. The parade route will involve the following streets:

Central Avenue from Dr. Martin Luther King Jr. Boulevard crossing Scenic Hwy to Lakeshore Blvd. then north on Lake Shore Blvd to Lake Wailes Park where the parade will end.

Affected Streets include: M.L. King Jr. Blvd, Central Avenue, and Lakeshore Blvd. We will close all the streets intersecting Central Avenue.

The Lake Wales Police Department will provide vehicular and pedestrian control and the Streets Department is coordinating the street closings. Sanitary facilities and trash clean up will be the responsibility of the sponsor. Insurance is being provided as required.

At the end of the parade, the American Legion will host a cookout for parade participants in Lake Wailes Park.

OTHER OPTIONS

Do not approve the special event permit application for the Veterans' Day parade and the request for the temporary street closings.

FISCAL IMPACT

Total in kind services for this event was budgeted in the amount of \$824. The sponsor will be responsible for 25% of the total cost or \$206. Any additional cost related to the parade route will be the responsibility of the sponsor.

ATTACHMENTS

Special Event Permit Application
Parade Route