

MEMORANDUM

November 12, 2019

TO: Honorable Mayor and City Commission

VIA: Kenneth Fields, City Manager

FROM: Jennifer Nanek, City Clerk

SUBJECT: 2020 Lake Wales Mardi Gras Celebration, Parade and 5K Run.
Special Event Permit Application, Temporary Street Closings

SYNOPSIS: Approval of the Special Event Permit Application for the Lake Wales Mardi Gras Celebration, Parade and 5K Run on Friday and Saturday, February 21-22, 2020.

RECOMMENDATION

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

- Approve the Special Event Permit application for the 2020 Lake Wales Mardi Gras Celebration to take place on Friday evening, February 21, 2020 from 6:00 p.m. until 11:00 p.m. and on Saturday, February 22, 2020 from 11:30 a.m. until 11:00 p.m. in Lake Wailes Park with set-up beginning 7:00 a.m. on Friday February 21, 2020.
- Approve the serving of alcohol in Lake Wailes Park during the Mardi Gras Event.
- Approve the request for the temporary closing of Central Avenue from First Street to Second Street beginning at 10:00 a.m. until the parade on Saturday February 22, 2020 for a performance at Polk State College JD Alexander Center.
- Approve the Mardi Gras 5K Run to be held on Saturday morning, February 21, 2020 from 10:00 a.m. to 11:00 a.m. which will include use of Sunset Drive and Lake Shore Blvd.
- Approve the temporary street closings on Saturday, February 22, 2020 between the hours of 2:00 p.m. and 5:00 p.m. for the Mardi Gras parade.
West Park Avenue at Sharp Street to Scenic HWY, Scenic HWY to Stuart Avenue, Stuart Avenue to First Street, First Street to Central Avenue Central Avenue east to Lake Shore Blvd. then to Lake Wailes Park where parade will end.
- Approve the temporary closing of Sharp Street at West Park Avenue at 11:30 a.m. on Saturday February 22nd for parade line-up.

BACKGROUND

Mr. Joshua Curchy, President and Katie Kinloch, Treasurer of the Lake Wales Mardi Gras has submitted a Special Event Permit Application for the 2020 Lake Wales Mardi Gras Celebration, Parade and 5K Run to be held Friday, February 21, 2020 and Saturday, February 22, 2020 in Lake

Wailes Park. This application includes a request to hold a 5K Run on Friday night from 6:00 p.m. to 8:00 p.m. and for the temporary closing of several streets in the downtown area for the parade.

The events of Mardi Gras such as the food, vendors, children's activities and alcohol will take place in Lake Wailes Park this year. The parade will go through downtown streets.

Activities for the 2020 Lake Wales Mardi Gras are proposed as follows:

1. Friday evening, February 21, 2020, 6:00 p.m. to 11:00 p.m. - food and craft vendors, alcohol and musical entertainment will be in Lake Wailes Park. Set up of the dumpster and sanitary facilities would begin on Thursday, February 20, 2020 and set up of the tents and vendors will begin on Friday February 21, 2020 at 7:00 a.m.
2. Friday evening, February 21, 2020, 6:00 p.m. to 8:00 p.m. – 5K Run beginning at the Basketball Court in Lake Wailes Park. The route goes around Lake Wailes including Sunset Drive and Lake Shore Blvd..
3. Saturday, February 22, 2020 - the activities will continue in Lake Wailes Park beginning at 11:30 a.m. with craft and food vendors. Kids' activities, musical entertainment and alcohol sales will take place in Lake Wailes Park. These activities will conclude at 11:00 p.m.
4. Saturday, February 22, 2020 - the Mardi Gras Parade will begin at 3:00 p.m. which will line up and start on West Park Avenue, from M. L. King Jr. Blvd to Wetmore Street and make its way through the downtown area concluding at Lake Wailes Park at approximately 5:00 p.m.

The parade route involves the following streets:

West Park Avenue at Wetmore Street to Scenic HWY, Scenic HWY to Stuart Avenue, Stuart Avenue to First Street, First Street to Central Avenue, Central Avenue east to Lake Shore Blvd. then to Lake Wailes Park where parade will end.

The Police Department, VOICE and the Streets Department will coordinate control of vehicular and pedestrian traffic for the parade. The Streets Department will handle all street closings. Trash barrels with bags will be placed along the parade route and in the areas of the pre-parade and after parade activities in Lake Wailes Park. Sanitary facilities, dumpsters, site set up, tent permits, certificates of liability insurance, FDOT road closing permits and the alcohol beverage permit from the Department of Alcohol Beverage & Tobacco will be the responsibility of the Lake Wales Mardi Gras Executive Committee. Off duty officers will be scheduled for the street crossings for the 5K Run and these costs will be paid by the Lake Wales Mardi Gras.

The 2020 event will end at 11:00 p.m. on both nights.

OTHER OPTIONS

Do not approve the two day event, 5K Run or street closings.

FISCAL IMPACT

In-Kind services from the City were budgeted in the FY2019/2020 budget in the amount of \$9,205. The Lake Wales Mardi Gras Committee is responsible for 25% or \$2301. Any off duty officers requested will be paid at 100% by the sponsor.

ATTACHMENTS

Special Event Permit Application and Notarized Agreement of Financial Responsibility
Route of the 5K Run
Route of the Mardi Gras Parade
Location Map of activities in Lake Wailes Park.