

Trudy O'Donnell - City of Charles City

From: Emily Garden <emily@mcdiowa.com>
Sent: Friday, March 04, 2022 10:37 AM
To: Trudy O'Donnell - City of Charles City
Subject: RE: 2022 Kid's Day Paperwork

Council Members-

Thank you for reviewing our permit documents for 2022's Kid's Day. Soifer Family McDonald's and First Citizens Bank will once again be presenting sponsors for this beloved children's event on Friday, July 1, 2022. We have submitted requests to hold our Kid's Parade as in past years- led by the Charles City Police Department. We have asked to close the streets surrounding Central Park (with the exception of Main St) for the duration of our event (9 AM-1 PM). Affected residents will be contacted closer to the event date. All children and families are welcome; we're looking forward to a big stage show and lots of games this year.

Respectfully-
Emily Garden
Marketing Supervisor
Soifer Family McDonald's

From: Trudy O'Donnell - City of Charles City <trudy@cityofcharlescity.org>
Sent: Friday, March 4, 2022 9:06 AM
To: Emily Garden <emily@mcdiowa.com>
Subject: RE: 2022 Kid's Day Paperwork

Do you also have a written summary of your request that I can include in the packets? Sometimes council likes to see it all in black and white, along with the street closing/parade permits.

Trudy

From: Emily Garden <emily@mcdiowa.com>
Sent: Thursday, March 03, 2022 3:09 PM
To: Trudy O'Donnell - City of Charles City <trudy@cityofcharlescity.org>
Subject: 2022 Kid's Day Paperwork

Here you go, Trudy!
Emily

Emily Garden
Marketing Supervisor
Soifer Family McDonald's
o. 641-228-2838
c. 641-330-5466
1010 S. Grand Ave. #4
Charles City, IA 50616

CHARLES CITY STREET CLOSING REQUEST AND PERMISSION FORM

THE ORGANIZER AND OR APPLICANT WILL AGREE TO AND ACCEPT RESPONSIBILITY OF THIS EVENT.

DATE OF APPLICATION 3-3-22

1. DATE OF CLOSING: 7-1-22 TIME: 9:00 AM
2. DATE OF REOPENING: 7-1-22 TIME: 1:00 PM
3. REASON FOR CLOSURE: Kid's Day
4. STREET(S) TO BE CLOSED: 300 block of N. Jackson, Kelly + Blunt St.
Surrounding Central Park
5. ALL AFFECTED PROPERTIES HAVE BEEN NOTIFIED? YES NO

6. PERSON OR ORGANIZATION SPONSORING EVENT: Soifer Family McDonald's
ADDRESS: 1010 S. Grand Ave St. #4 PHONE # 641-228-2838
PERSON IN CHARGE (IF ORGANIZATION) Emily Garden
PHONE # 641-330-5464 SIGNATURE: Emily Garden
7. ANY SPECIAL INFORMATION: None

INTERNAL USE:

8. AUTHORIZATION IS HEREBY: GRANTED DENIED TO THE ABOVE
NAMED PERSON OR ORGANIZATION FOR A STREET CLOSURE ON THE ABOVE DATES
AND TIME.


CHIEF OF POLICE

9. NOTIFICATION TO:

SUPERINTENDENT OF THE STREET DEPARTMENT 03-03-22
FIRE DEPARTMENT "
AMBULANCE "

CHARLES CITY PARADE PERMIT

CITY CODE 60.08

THE ORGANIZER AND APPLICANT WILL AGREE TO AND ACCEPT RESPONSIBILITY FOR OBSERVING CITY CODE AND OBEYING ALL RULES INCLUDING, BUT NOT LIMITED TO, THOSE SET OUT ON THE SECOND PAGE OF THIS APPLICATION.

DATE OF APPLICATION: 3-3-2022

1. DATE OF PARADE: 7/1/2022 TIME: 10:30 AM
2. PERSON OR ORGANIZATION SPONSORING PARADE:
NAME: Soifer Family McDonalds
ADDRESS: 1010 S. Grand Ave. Ste. #4 PHONE #: 641-228-2838
PERSON IN CHARGE: Emily Gorden PHONE #: 641-330-5466
SIGNATURE: Emily Gorden
3. PARADE IS IN CONJUNCTION WITH (CELEBRATION/FUNCTION/EVENT)
Kids Day 2022
4. STAGING AREA (WHERE WILL THE PARADE LINE-UP):
Kelly St. between N. Main + N. Jackson
5. EXACT PARADE ROUTE: N. on Main, W. on Blunt, South on N. Johnson.
E. on Kelly
6. NUMBER OF ENTRIES: approx 1000 (kids, day of registration)
7. ANY SPECIAL ENTRY: (Horse teams, over-length vehicles, etc.)
bank + McDonalds characters
8. SECURITY RISK ENTRIES (i.e. political figures):
none

INTERNAL USE:

AUTHORIZATION IS HEREBY: GRANTED DENIED TO THE ABOVE NAMED PERSON OR ORGANIZATION FOR A PARADE ON THE ABOVE DATE AND TIME.

MAYOR OR MAYOR PRO TEMP

CHIEF OF POLICE

PARADE RULES:

1 THERE WILL BE NO ITEMS THROWN FROM VEHICLES OR FLOATS, SOMEONE ON FOOT AND NEAR THE CROWD SHOULD DISTRIBUTE ALL CANDY, FLYERS, PROMOTIONAL MATERIALS, ETC. NO SQUIRT GUNS, SUPER SOAKERS, AND/OR THE LIKES WILL BE ALLOWED IN THE PARADE.

2 ALL VEHICLES, ANIMALS, FLOATS, SHALL STAY AS CLOSE TO THE CENTER OF THE STREET AS POSSIBLE, INSURING A SAFE DISTANCE BETWEEN THE ENTRY AND THE CROWD.

3 NO ENTRY WILL BE ALLOWED TO PERFORM, EXHIBIT, OR DEMONSTRATE IN A WAY THAT COULD ENDANGER THE CITIZENS OBSERVING THE PARADE.

4 ANY VIOLATION OF CITY CODE 60.08, THESE RULES, STATE CODE OR THE DIRECT ORDER FROM A POLICE OFFICER OR DESIGNEE COULD RESULT IN A WARNING, REMOVAL FROM THE PARADE, OR A CITATION IF APPLICABLE.

CITY CODE 60.08 PARADES REGULATED. No person shall conduct or cause any parade on any street except as provided herein:

1 "Parade" Defined, "Parade" means any march or procession of persons or vehicles organized for marching or moving on the streets in an organized fashion or manner or any march or procession of persons or vehicles represented or advertised to the public as a parade.

2 Permit Required. No parade shall be conducted without first obtaining a written permit from the Mayor or Police Chief not less than four (4) days prior to the date of the parade. Such permit shall state the time and date for the parade to be held and the streets or general route therefor. Such written permit granted to the person organizing or sponsoring the parade shall be permission for all participants therein to parade when such participants have been invited by the permittee to participate therein. No fee shall be required for such permit.

3 Parade Not A Street Obstruction. Any parade for which a permit has been issued as herein required, and the persons lawfully participating therein, shall not be deemed an obstruction of the streets notwithstanding the provisions of any other ordinance to the contrary.

4 Control By Police and Fire Fighters. Persons participating in any parade shall at all times be subject to the lawful orders and directions in the performance of their duties of law enforcement personnel and members of the fire department.

I have read the above rules and will take reasonable steps to ensure that they will be carried out.

PERSON IN CHARGE: [Signature] (printed name)
DATE: 3-3-22
SIGNATURE: Gavin Gardner