

CITY OF MUSCATINE

TITLE 3, CHAPTER 14

PARADE APPLICATION

FOR USE OF ANY STREET, SIDEWALK, ROADWAY, ALLEY,
PARK, PUBLIC WAY, PROPERTY OR FACILITY

LICENSE #
WALLET#
STICKER#
RECEIPT#
ISSUED
EXPIRES

1. Name and address of applicant and sponsoring organization, if any:
Greater Muscatine Chamber of Commerce + Industry
102 Walnut Street
2. Type of event that is planned:
Fourth of July Parades:
1.) Kid's Parade 9-9:30 am
2.) Community Parade 5-6 pm
3. Proposed location:
1.) Kid's Parade - 3rd St. Start at 4th St, Sycamore to 3rd, end @ library
2.) 2 Parade routes possible. * See attached, City will determine
4. Dates: July 4, 2017 Time: 9-9:30 am 5-6 pm ^{closer to event.}
Expected length of use: Kid's 60 min; Community 3 hrs.
5. Expected size of group: Kid's 300+; Community 10,000+
6. Names, addresses and telephone numbers of any person or persons in charge of the proposed use at the specified location:
1.) Kid's Parade: Janet Morrow 563-263-8895
2.) Community Parade: Alicia Bull 563-263-8895
7. Names and addresses of any persons to be featured as entertainers or speakers:
TBD; however usually includes; marching bands,
local dance groups; KWPC + local Access Ch. 9
8. List of mechanical or electronic equipment to be used:
AV equipment associated w/Local Access Ch. 9
to be used @ Musser Library
9. Number and type of any motor vehicles or other forms of transportation to be used, including bicycles, boats, carriage and golf carts: TBD; typically 80-100 entries. including
bikes, cars, trucks, fire police vehicles, golf carts, atvs,
utility, tractors, hayracks

10. Number and types of animals to be used: TBD: horses / dogs

11. A description of any sound amplification to be used: Some entries may be playing music from vehicles, etc.

12. Proposed monitoring of the group and or activity including the number of people who will direct traffic, set up, clean up and maintain order, if necessary:

GMCCI will have 10-15 block captains (volunteers) to assist with parade line up, flow & order during start of parade. Pooper scoopers to follow horses.

13. All plans for the provision of security: GMCCI would like assistance from City of Muscatine, Police Dept for parade security safety. Public works provide barricades, construction fence as needed. Possibly provide rope to keep parade viewers off street.

The applicant agrees to indemnify, defend and save harmless the City of Muscatine, together with its agents, officers and employees, from any and all claims, lawsuits, damages, losses and expenses, of what ever nature, which may result from or arise from the activity or event covered by the permit, including but not limited to the use of public ways, irrespective of whether said claims are frivolous or meritorious.

Alicia M Bull
Authorized Representative

2/24/17
Date

Parade Requirements:

1. Attach sketch of parade route #1 or parade route #2 to be followed.
2. Submit \$30.00 permit fee with application. (Non-profit organizations exempt).
3. Insurance certificate with the following minimum requirements must accompany application:

General Liability - \$500,000 Bodily Injury & \$50,000 Property Damage
or \$500,000 Combined Single Limit.

TO BE COMPLETED BY CITY DEPARTMENTS:

I have reviewed the attached application with the following recommendations:

Recommend
Approval

☒
YES

☐
NO

Michael Miller
Parks & Recreation

3-15-17
Date

Comments:

Approval subject to
attendance at pre-event
meeting.

☒
YES

☐
NO

K. Smith
Building & Zoning

3.1.17
Date

per pre-event
meeting requirement

☒
YES

☐
NO

[Signature]
Public Works

3/13/17
Date

Concerned about affect of Mrs. D
detour route on this event.
More discussion needed

☒
YES

☐
NO

B. Telford
Police Chief

3/1/17
Date

☒
YES

☐
NO

[Signature]
Fire Chief

3/1/17
Date

FINAL APPROVAL:

☐
YES

☐
NO

City Administrator

Date

**FOURTH OF JULY CELEBRATION
JOINT MEETING CITY OF MUSCATINE/GMCCI
MEETING MINUTES**

February 3, 2017

8:30 AM

City Hall - Lower Level Conference Room

Initial Meeting

Present: Gregg Mandsager, Rich Klimes, Jerry Ewers, Jim Edgmond, Greg Jenkins, Alicia Bull

I. OVERVIEW OF PARADE ROUTE

- a. Reviewed possible parade routes to be used during the construction of Mississippi Drive.
 - **Plan A** - Iowa to 3rd to Walnut to 5th (or 3rd to Mulberry to 4th just north of Courthouse).
 - **Plan B** - MHS parking lot (via Bonnie Dr) to Mulberry to Parham.
- b. Discussed other issues regarding safety. No throwing candy. Keeping people off the street with rope/construction fence.
- c. Both routes should be included with Parade Entry Forms. Routes are subject to change. 10 days' notice will be given. Will need to communicate the changes to community.

II. OVERVIEW OF FIREWORKS

- a. Discussed where the community could view the fireworks safely with Mississippi Dr being under construction during the event.
 - **Plan A** - Foot traffic will be allowed on to the Riverfront via trails and/or Iowa or Cedar entrance. At least one street entrance will remain open during construction. Mississippi Dr construction will need to be fenced off and possibly manned by volunteers to keep citizens safe.

- **Plan B** - Block off side streets Chestnut to Walnut for viewers to set up chairs.

III. OTHER DISCUSSION

- a. Soap Box Derby will go down 3rd St and back up 4th St
- b. Kids' Parade can use 3rd St