

Staff Report

R-7-15

City Sponsored Special Events in Fiscal Year 2016

The proposed resolution would authorize Council approval of the following special events under category, below:

- Waiver of fees [Chapter 6.04.210 D.4.]

City of Annapolis, the Annapolis Drum & Bugle Corps, The Dr. Martin Luther King, Jr. Committee, Inc. and We Care and Friends

Event: Annual Dr. Martin Luther King, Jr. Parade

Council Action: Waiver of fees

Sales: none

Posted no parking: Amos Garrett Blvd. at parade set-up, All of Main Street

Location: Parade Route -- Amos Garrett Blvd, West Street, Church Circle, Main Street, ending at City Dock

Dates: Monday, January 18, 2016

Event Time: 12:00p.m.- 2:00p.m.

Property Use Time: 10:00 a.m. – 2:00p.m.

Participants: parade participants -- units, cars, walkers, etc.

Attendees: visitors and residents of Annapolis

Admission fee: public, none

Street closures: along parade route for duration of parade

Amplified music: possible in cars

Food: none

City Services:

- 1) ADOT: posting of no-parking signs
- 2) APD: street closures and traffic control

EMS service provided within normal AFD 911 service.

City of Annapolis/National Sailing Hall of Fame

Event: City Fair at the Annapolis City Dock

Council Action: Waiver of fees

Sales: none; Non-Profit Solicitor's only

Location: Susan Campbell Park, City Dock Parking Area

Date: Saturday and Sunday, May 7-8, 2016

Event Time: 11:00am-5:00pm both days

Property Use Time: Friday, May 6th at 2:00pm-Sunday, May 8th 5:00pm

Participants: General Public

Attendees: visitors to and residents of Annapolis

Street closures: towards the end of Prince George Street, behind the National Sailing Hall of Fame

Post no parking: towards the end of Prince George Street, behind the National Sailing Hall of Fame; between Susan Campbell Park and Harbormaster Building (island spaces only; Harbormaster and Dock Street parking will remain open)

Admission fee: None

City Services:

- 1) ADOT: Posted no parking for parking spaces used.
- 2) City Clerk: Solicitor's Permit

Police service provided within normal APD patrols; EMS service provided within normal AFD 911 service.

City of Annapolis

Event: Memorial Day Parade

Council Action: Waiver of fees

Sales: none

Posted no parking: Amos Garrett Blvd. at parade set-up, All of Main Street

Location: Parade Route -- Amos Garrett Blvd, West Street, Church Circle, Main Street, ending at City Dock

Dates: May 30, 2016

Event Time: 10:00a.m.- 11:30a.m.

Property Use Time: 8:30 a.m. – 12:00p.m.

Participants: parade participants -- units, cars, walkers, etc.

Attendees: visitors and residents of Annapolis

Admission fee: public, none

Street closures: along parade route for duration of parade

Amplified music: possible in cars

Food: none

City Services:

- 1) ADOT: posting of no-parking signs
- 2) APD: street closures and traffic control

EMS service provided within normal AFD 911 service.

City of Annapolis

Event: Independence Day Celebration

Council Action: Waiver of fees

Sales: none

Posted no parking: Amos Garrett Blvd. at parade set-up, All of Main Street

Location: Parade Route -- Amos Garrett Blvd, West Street, Church Circle, Main Street, ending at City Dock

Dates: July 4, 2015

Event Time: 6:30p.m.- 8:00p.m.

Property Use Time: 5:00p.m. – 8:00p.m.

Participants: parade participants -- units, cars, walkers, etc.

Attendees: visitors and residents of Annapolis

Admission fee: public, none

Street closures: along parade route for duration of parade

Amplified music: possible in cars

Food: none

City Services:

- 1) ADOT: posting of no-parking signs
- 2) APD: street closures and traffic control

EMS service provided within normal AFD 911 service.

USNA Band Operations

Event: USNA 2015 Annapolis Concert Series

Council Action: Waiver of posted no parking cost and fees

Posted no parking: 21 posted no parking spaces

Location: Susan Campbell Park; first row of parking closest to SCC Park

Dates: July 4, 7, 14, 21, 28; August 4, 11, 2015.

Event Time: 7pm-9pm (except 4th of July: 8pm-dark)

Attendees: visitors to and residents of Annapolis

Admission fee: None

Property Use Time: 4:00pm-9:30pm

Street closures: none

Amplified music: none

Food: none sold or served

Sales: none

City Services: request for waiver

- 1) RECS & PARKS: Provision of chairs for band members; normal operations
- 2) ADOT: Posting of 21 no-parking signs for each concert and lost parking costs.

Police service provided within normal APD patrols; EMS service provided within normal AFD 911 service.

City of Annapolis/Kunte Kinte Celebration, Inc.

Event: Kunte Kinte Heritage Festival at the Annapolis City Dock

Council Action: Waiver of Fees

Sales: vendor merchandise; food and non-alcoholic beverages

Location: Susan Campbell Park, City Dock Parking Area

Date: Saturday, September 26, 2015

Event Time: 10:00am-7:00pm

Property Use Time: 3:00am-11:59pm

Participants: General Public

Attendees: visitors to and residents of Annapolis

Street closures: parking area from Harbor Master Building down to Susan Campbell Park

Post no parking: Between Susan Campbell Park and Harbormaster Building; For vendor parking -- row along Dock Street from old Stevens Hardware building to Harbor Master Building (Dock Street itself will remain open to traffic)

Admission fee: None

City Services:

- 1) ADOT: Posted no parking for parking spaces used.
- 2) DNEP: Vendors permit to sell in the Historic District.

Police service provided within normal APD patrols; EMS service provided within normal AFD 911 service.

The Maritime Republic of Eastport (MRE)

Event: Tug of War

Council Action: Waiver of fees

Sales: food and beverages (alcoholic and non-alcoholic); merchandise

Location: Susan Campbell Park; City Dock

Date: Saturday, November 7, 2015

Event Time: 10:00 a.m.-5:00 p.m.

Property Use Time: Setup 8 a.m.; Breakdown 5:30 p.m.

Participants: MainStreets Partnership and MRE volunteers; Tug participants

Attendees: open to the general public

Street closures: None

Post no parking: 36 metered parking spaces City Dock; 2nd St. Eastport

Admission fee: None

Amplified music: Susan Campbell Park; 2nd St., Eastport

City Services: full cost paid

- 1) DNEP: Exempt peddlers permit to sell in Historic District; temporary structures permit
- 2) ADOT: posting of no parking labor and recovered cost
- 3) ABC Board: alcoholic beverage license

4) APD: two officers on site at Susan Campbell Park and Eastport

EMS service provided within normal 911 service.

Annapolis Jaycees

Event: Grand Illumination

Council Action: Waiver of Fees

Sales: none

Posted no parking: 23 metered parking spaces

Location: Market Space

Dates: November 29, 2015

Event Time: 5:30-8:00 p.m.

Property Use Time: 4:00-9:00 p.m.

Participants: Jaycees volunteers

Attendees: visitors to and residents of Annapolis

Admission fee: none, open to the public

Street closures: Market Space from Main Street to Fleet Street

Amplified music: pre-recorded music; announcements

Food: hot chocolate for a donation to the Jaycees

City Services: paid in full

- 1) Special Event application
- 2) Solicitors' Permit

City Services: Request for waiver of cost

- 1) APD: Police traffic management; road closure
- 2) ADOT: posting of no parking and recovery of cost

EMS service provided within normal AFD 911 service.

Eastport Yacht Club

Event: 32nd Annual Eastport Yacht Club Lights Parade

Council Action: Waiver of dockage fees and electricity for boat decorating; parking spaces for boat parade decorating participants.

Sales: none

Posted no parking: 20 spaces at Susan Campbell Park, 2 days on December TBD, 2015

Location: Susan Campbell Park; seawall at Dock Street; dingy dock area; seawall beside Fawcett's

Dates: December 12, 2015

Event Time: 6:00p.m.- 8:00p.m.

Property Use Time: 12:00 p.m. Date TBD to 12:00 p.m. Date TBD

Participants: boat owners with their boats

Attendees: visitors and residents of Annapolis

Admission fee: public, none

Street closures: none

Amplified music: none

Food: none

City Services:

- 1) ADOT: posting of 20 no-parking signs; Circulator: normal route; adjusted times possible
- 2) Harbormaster: dockage fee waiver requested

Police service provided within normal APD patrols; EMS service provided within normal AFD 911 service.

City of Annapolis

Event: New Year's Eve Celebration

Council Action: Waiver of fees

Sales: none

Posted no parking: two islands of parking spaces next to Susan Campbell Park

Location: Susan Campbell Park

Dates: December 31, 2015

Event Time: 3:00p.m.- 12:00a.m. January 1, 2016

Property Use Time: 10:00 a.m. December 29th for tent set-up– 10:00a.m. January 1, 2016 for tent breakdown

Attendees: visitors and residents of Annapolis

Admission fee: public, none

Street closures: none

Amplified music: yes, bands and live entertainment

Food: none

City Services:

- 1) ADOT: posting of no-parking signs

Police service provided within normal APD patrols; EMS service provided within normal AFD 911 service.

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