



CITY OF BELLE ISLE, FL

1600 NELA AVENUE, BELLE ISLE, FL 32809 * TEL 407-851-7730

MEMORANDUM

From the Desk of Bob Francis, City Manager

To: Belle Isle City Council
Date: October 2, 2018
Re: Veteran's Day Parade Project

The City of Belle Isle will celebrate Veteran's Day as follows:

The City of Belle Isle is honoring its Veterans by participating in the Orlando Veterans Day Parade. The City applied to the City of Orlando for participation in the Orlando Veterans Day parade and was accepted as an entry (attachment 1). The parade is scheduled for November 10, 2018 at 11 AM. The City of Orlando waived the \$100 entry fee (attachment 2).

The plan is to contact Belle Isle Veterans to ask if they would like to participate in the parade (attachment 3). Veterans will form up at Warren Park. The City is also looking for classic cars (preferably convertibles) and the veterans will ride in the cars to the parade. The City will order a banner "Belle Isle Veterans" to lead the vehicles. The procession will leave Warren Park and go down Seminole to Nela and then to S. Orange Avenue. A police escort will lead and follow the procession until it links up with the Orlando Parade.

The City will inform Belle Isle residents of the procession and ask that residents line up along Seminole and Nela to honor our veterans. The City will purchase small US flags to distribute along the route in Belle Isle so people can wave them and cheer as the procession passes.

The budget for this event is estimated to be \$6,700.00. Of that, \$600 will come from the General Fund to purchase flags and a banner and to pay for police. The remainder of the budget will be volunteer and in-kind services provided by the City of Orlando and the classic vehicle owners. The budget numbers are based on estimates for off-duty officers from BIPD and vehicle rates are from the FEMA Equipment Cost list. The rates for the classic vehicles are based on website searches for classic car rentals.

Photos of the event will be included in the After Action Report which will be submitted after the event.



2018 Veterans Day Parade Entry Application

Saturday, November 10, 2018 at 11 a.m.

Downtown Orlando



Application and entry fee must be submitted no later than Monday, October 1, 2018.

New applications received after October 1 WILL NOT be considered.

Form must be completed in its entirety. Submission of application does not guarantee acceptance. You will be contacted if your submission is approved.

Today's Date: 9/21/18

Name of Organization or Business: CITY OF BELLE ISLE

Contact Name: BOB FRANCIS Title: CITY MANAGER

Mailing Address: 1600 NELA AVE. City: BELLE ISLE State: FL Zip: 32809

Email: BFRANCIS@BELLEISLEFL.GOV Phone: 407-851-7720/407-450-6272

Organization type:

No entry fee:

- ☐ Veteran affiliate
- ☐ Active duty military
- ☐ School marching band
- ☒ Governmental/elected official

\$100 Entry fee:

- ☐ Performance troupe
- ☐ Youth organization
- ☐ Faith-based organization
- ☐ Non-veteran non-profit

Contact for pricing:

☐ Commercial organization/other:
Please contact Emily Bonvini at
407.246.2728 for sponsorship
opportunities and pricing.

Type of entry: Only one unit per entry. Please check one and provide exact number for each area. Please do not estimate.
Entrants must provide their own vehicles.

☒ Vehicle (limit 20 vehicles per unit)

Number of vehicles: 10

Vehicle dimensions (type, length, width)

Vehicle 1: CLASSIC OLDS, 18 x 7 (2 EACH)

Vehicle 2: 4 CHEVY, 18 x 7 (2 EACH)

Vehicle 3: 11 FORD, 18 x 7 (2 EACH)

Vehicle 4: 11 CHRYSLER, 19 x 7 (2 EACH)

Vehicle 5: 11 PONTIAC, 18 x 7 (2 EACH)

Additional Vehicles: Please attach detailed list of types and dimensions on a separate sheet.

☐ Walking / ☐ Marching Band

Number walking: _____

Number marching: _____

☐ Equestrian

Number of equestrians: _____

☐ Motorcycles

Number of motorcycles: _____

☐ Float

Number of people on float: _____

Float dimensions:

Width: _____

Length: _____

Height: _____

Vehicle pulling the float:

Length: _____

Entry Description: VERY IMPORTANT! Provide 3-4 sentences describing your organization. Descriptions will be read during the parade broadcast. Please describe your organization's purpose and how it supports U.S. military veterans.

THE CITY OF BELLE ISLE IS HONORING ITS VETERANS. BELLE ISLE IS A SMALL COMMUNITY ON LAKE CEDAR. OF ITS 6,400 RESIDENTS, MANY HAVE SERVED IN THE ARMED FORCES, WORKED FOR THE SPACE PROGRAM, OR WORKED IN DESIGNING ELECTRONICS AND SYSTEMS FOR THE MILITARY.

Sample Description: "The Veterans of Orlando Association was formed in 1998 and has more than 100 members representing all five branches. The association supports troops who are currently deployed, as well as Central Florida's veterans in need and their families. Each year, the association organizes events including food and clothing drives."

Purpose: The purpose of this parade is to honor our community's veterans, and any entries deemed to distract from this purpose will not be approved. The parade committee reserves the right to limit the total number and type of vehicles. Commercial organizations must contact Emily Bonvini at 407.246.2728

Payment: Do not submit payment until your application has been approved.

Make checks payable to: City of Orlando

Parade will have a maximum of 100 units.

Submit applications by mail to: City of Orlando Communications & Neighborhood Relations

ATTN: Veterans Day Parade • P.O. Box 4990, Orlando, FL 32802-4990

You may also email application to: emily.bonvini@cityoforlando.net or fax application to 407.246.2584.



Bob Francis <bfrancis@belleislefl.gov>

Veteran's Day Parade

Emily Bonvini <emily.bonvini@cityoforlando.net>
To: Bob Francis <bfrancis@belleislefl.gov>

Mon, Sep 24, 2018 at 8:33 AM

Good morning Bob,

Your application for the 2018 Veterans Day Parade has been approved.

Later in the fall, we will provide details on logistics, including information on the mandatory participant meeting. In the meantime, some information is below that can help you plan for the parade.

Participant Parking

A limited amount of parking passes will be provided for each group to park in the Courthouse Garage. Please plan for members of your group to carpool.

Bus Parking

Bus parking will be located on Robinson Street next to Lake Eola Park. Buses will enter Robinson Street off of North Rosalind Avenue.

Water

Groups are responsible for bringing their own water for the parade.

Thank you,

Emily Bonvini

Communications & Events Coordinator, Communications & Neighborhood Relations

City of Orlando

p. 407.246.2728

c. 321.217.4252

@citybeautiful

facebook.com/cityoforlando



From: Bob Francis <bfrancis@belleislefl.gov>

Sent: Friday, September 21, 2018 2:39 PM

To: Emily Bonvini

Subject: Re: Veteran's Day Parade

[Quoted text hidden]



Veterans Day Parade

The Orlando Veterans Parade is scheduled for Saturday, November 10th at 11 AM. To honor Belle Isle Veterans, this year we would like to have our veterans participate in the Orlando Parade. The plan is to have veterans meet at Warren Park on Seminole Drive and ride in classic cars through Belle Isle then take a police escort to the Orlando Parade where we would join up with and ride in the parade. We would like to try to have about 10 cars and twenty veterans (2 per car).

If you are interested in participating please send you name rank, and unit to sloan@belleislefl.gov by October 19th. Example (Bob Francis, CPT, 82nd Airborne Division).

Also if there is a classic car club out there who would like to drive the veterans, please also use the contact information above. Thank you and I hope you will join me for this event.

Bob Francis
City Manager

Veterans Day Budget

<u>Expense</u>	<u>Cost</u>
Entry Fee	\$ 100.00
Small US Flags (\$0.15 each/200 flags)	\$ 30.00
Belle Isle Veterans Banner (6' x 3')	\$ 150.00
Police Expense	
Officer (2 @ \$45/hr x 4 hours)	\$ 360.00
Police Vehicles (2@\$7.50/hr x 4 hours) (FEMA rate)	\$ 60.00
Classic vehicles w/driver (10@\$150/hr x 4 hours)	\$ 6,000.00
Total	\$ 6,700.00

<u>Revenue</u>	
General Fund (Special Events Budget-Banner/Flags)	\$ 180.00 Cash
City of Orlando (Fee Waived)	\$ 100.00 In-Kind
General Fund (Police)	\$ 420.00 Cash
Classic Vehicles (Donated In-Kind Service)	\$ 6,000.00 In-Kind
Total	\$ 6,700.00
	Cash \$ 600.00
	In-Kind \$ 6,100.00
Total	\$ 6,700.00