

The Memorial Day Parade will consist of 20-30 entities, staging at Alpine Park around 1:00pm. The parade will start at 2pm and will run down F St with the Salida Police Department leading, as well as facilitating the rolling barricade. The parade will end at Riverside Park, where there will be a brief, 15-minute ceremony.

SPECIAL EVENT MEMO

SPECIAL EVENT	PRESENTED BY	DATE
Memorial Day Parade	Parks & Recreation	

ITEM:

Consent Agenda
Council Action – Approve the Consent agenda.

Event Date(s): May 27, 2024

Location: Rolling Parade on F St, ceremony at Riverside Park

Event Mission Statement: To provide training and support for all military and community personnel.



Check all that apply:

- Amplified Sound
- Liquor License
- Vendor(s)
- Street Closure (*parade*)
- Code Violation

Department Approvals

Parks & Recreation

Comments: *Monitor Restroom usage this year.*

Signature: *[Signature]* Date: *4/4/24*

Public Works

Comments: *none*

Signature: *[Signature]* Date: *4/4/24*

Arts & Culture

Comments: *None*

Signature: *Patrick O'Brien* Date: *4/4/24*

Police

Comments: *2 vehicle participation*

Signature: *[Signature]* Date: *04/04/24*

Fire

Comments: *NONE*

Signature: *[Signature]* Date: *4/4/24*

Chaffee County Public Health

Comments: _____

Signature: *[Signature]* Date: *4/4/24*

Administration

Comments: _____

Signature: *Christy Doon* Date: *4/4/24*

City Clerk

Comments: _____

Signature: *[Signature]* Date: *04/04/24*

Sustainability/PIO

Comments: *hand out candy*

Signature: *[Signature]* Date: *04/04/24*

[View results](#)

Respondent
26 Anonymous

15:41
Time to complete

1. Contact Name *

Dennis Hunter

2. Email *

dennis@dhunterinc.com

3. Phone Number *

303-884-2934

4. Mailing Address *

122 C Street Salida, Co 81201

5. Event/Activity Name *

Memorial Day Veterans Parade

6. Start date desired *

5/27/2024



7. Start time desired (please include set-up and load-in time) *

2:00 PM

8. End date desired *

5/27/2024



9. End time desired (please include clean-up time) *

5:00 PM

10. Desired location: *

- Riverside Park
- Alpine Park
- Centennial Park Pavilion
- Chisholm Park Indoor Pavilion
- Marvin Park Field 1, 2, 3, or 4 (for baseball, softball, kickball, or other use)
- Thonoff Park
- Crestone Mesa Park Pavilion
- Trailside Park
- Skatepark at Centennial Park
- Centennial Park Courts (for Tennis/Pickleball)
- Whitewater Park
- South Ark Neighborhood (previously known as Vandaveer Ranch)
- F Street (for parades, foot races, bike races)
- Another street in Salida
- "S" Mountain
- Monarch Spur Trail
- Other trail on City of Salida property
- Boatramp
- Other

11. If you have rented a park or registered for a program with Salida Parks & Rec, please indicate the name of the account in our software system. *

If not, please create an account here: <https://app.amilia.com/en/Login>

American Legion Post 64

12. Are you requesting on behalf of an organization? *

- Yes
- No

13. Please include the Mission Statement (maximum of 2-3 sentences). NOTE: this statement will be used as the event's description for the Council Memo Cover Letter. *

Provide training and support of all military and community personnel

14. Is the organization a nonprofit 501 (c)(3), (19) or (23)? *

- Yes
- No
- N/A

15. What type of event are you requesting? *

- Private event: by invitation only, ex: celebration/birthday party (14 days notice)
- Public Event: Free and open to the public, ex: concerts/festivals (60-90 days notice)
- Closing a Public right of way (parade) : street, sidewalk, other. (30 days notice)
- Admission Based Event: A paid ticket or reservation is required for entry (60-90 days notice)
- Sports activity: practices, games, tournaments (30 days notice)
- Race: A race event that can include walking, running, biking, etc. (60 days notice)
- Assembly/First Amendment Activity (recommended 3 business days notice)
- Special use commercial activity: any activity that has paying participants - classes, camps, tours, etc. (60 days notice)

16. A \$100 processing fee will be applied to all events except private park rentals. *

Type your name to demonstrate understanding

Dennis Hunter

17. Do you need water access? *

\$30 for 1 to 7 days - Chisolm Park and Centennial pavilion exempt

- Yes
- No

18. Do you need electrical service? *

\$30 for 1 to 7 days - Chisolm Park and Centennial pavilion exempt

- Yes
- No

Waste and Emergency management

19. Will there be more than 50 people attending your event over the entire timeframe of the event? *

- Yes
- No

20. Estimated number of attendees *

90-100

21. What Portlet Service will you be using?

1 additional portalet is required for every 50 people. Existing restrooms do NOT apply. *

None

22. The State Health Department recommendations 1 hand washing station per 5 every portlets.

Type your name to demonstrate understanding *

None

23. What Trash service will you be using?

1 additional trash can is required for every 50 people. Existing trash cans do NOT apply. *

None

24. Who is your emergency response contact? *

Who can be called if there is an emergency during your event?

Leisl Hammond

25. Emergency Contacts Phone # *

719-239-4678

26. If your event needs to be "evacuated", where will you evacuate attendees? *

Lightning, Wind, Acts of aggression, etc.

All personal cars and trucks

27. How will you communicate your evacuation to attendees? *

PA system

Stage microphone

Bull horn

Loud voice

28. Please upload proof of insurance with the "City of Salida" listed as additionally insured for \$1,000,000 to the link below: *

2024 Special event uploads

https://cityofsalida-my.sharepoint.com/:f/p/diesel_post/Eg8blXXtihZEtD9VdK1KR20BxPfgFo_3clcfayY2Pp2vw

Proof of insurance uploaded

Proof of NOT uploaded

Food and alcohol

29. Do you request that alcohol be sold or available at your event? *

Yes

No

30. Will food be available from an outside vendor? *

Yes

No

31. Will merchandise be available from an outside vendor? *

Yes

No

32. Will alcohol be served?

Yes

No

Amplified Sound

Chapter 10, Article IX of the Salida Municipal Code (the "Code") establishes regulations and standards for noise within the City of Salida (the "City") to reduce and eliminate unnecessary and excessive noise which would otherwise be detrimental to residents and the community in the enjoyment of life, property, and the conduct of business. Of note, Section 10-9-30(c) of the Code provides that it is "unlawful for any person to emit or cause to be emitted any noise which leaves the premises on which it originates, inclusive of a public premises, crosses a property line and enters onto any other premises in excess" of the specified levels. Pursuant to Sections 10-9-40(14) and 10-9-80 of the Code, however, the City may specifically exempt a particular noise from this prohibition through the issuance of a noise permit. Such a permit may include limitations and conditions to minimize the adverse impacts of the proposed noise may have on the community or surrounding neighborhood. Such limitations and conditions include, but are not limited to, the following: the hours of operation, maximum decibels, the type of sound amplification equipment, and the type of sound that may be amplified. No permit shall be issued for noise after 10:00 PM, with allowances to go until midnight on the Fridays and Saturdays of Memorial Day weekend, 4th of July weekend, and Labor Day weekend, and on the Thursday, Friday, and Saturday during the FIBArk Festival. The issuance of a noise permit is at the sole discretion of the City Administrator or City Council, and the issuance of such permit does not confer any rights upon the permittee other than those expressly authorized by the permit. Violation of any of the conditions or limitations set forth in the noise permit may result in immediate revocation of the permit. Revocation of the noise permit does not preclude the City from seeking any remedies otherwise available under federal, state, or local law.

33. Will there be amplified sound at your event? *

Yes

No

Maybe

34. Type of noise *

Live music

Parade

Lecture

Ceremony

Other

35. Type of Sound Amplification Equipment: *

Speakers

Bull horn

Megaphone

36. As the applicant for this noise permit, I hereby agree and understand that it is my responsibility to ensure compliance with the conditions and limitations set forth in the permit and all laws, rules, and regulations of the City of Salida, the state, and the federal government. I further agree and understand that any violations of the permit or applicable laws may result in the immediate revocation of the permit. Violations of the conditions and limitations set forth in the permit or applicable laws shall also be grounds for denial of future permit applications. I further understand and agree that the permit and application fee are non-refundable and non-transferrable.

Enter your name below to verify your understanding of this statement. *

Dennis Hunter

Right of way closure

37. Are any streets, parking spaces, sidewalks, or other right-of-way closures required for your event? *

This includes blocking public parking spaces for food trucks, bands, etc.

There is a \$100 Right of Way closure fee.

Yes

No

38. Type of closure: *

Parade

Block party

Race

Block parking spaces

Other

39. How many cones are requested? *

There is a flat fee of \$100 for cones

None - rolling blockcade

40. How many road locations need barricades? *

There is a flat fee of \$100 for up to 50 barricades

Rolling Blockade

41. Address, location or description of the closure (use detail): *

F Street from 3rd to Sackett Ave (Riverside Park)

Security/Law enforcement

If additional City of Salida Police Officers are requested, they must be requested directly through the Salida Police Department (719-539-6880).

42. Will you require any liquor boundary enforcement, traffic control, security or law enforcement services specific to your event? *

Yes

No

Parking

Please consider parking for your event.

43. Will people be driving to your event? *

Yes

No

44. Where is attendees park for your event? *

Street

Parking lot

near stage DAV VAN for handicap Vets

Fencing

Options for fencing

45. Will you be fencing your event *

There is a flat fee of \$100 for fencing delivered to the event site.

A liquor license requires fencing or another delineation of the alcohol service area.

Yes

No

Final Agreement

46. By typing your name below, you agree the the contract terms at the link below. *

https://cityofsalida-my.sharepoint.com/:b/p/diesel_post/EdQGz1jZhYhLmOlzqZ6yGNgBNKIUefN4Oq2tDPNhGY92Ow?e=TmmUSH

Dennis Hunter