

MEMORIAL DAY REQUEST FOR CITY ASSISTANCE

POLICE DEPARTMENT

- Lead and end squads
- Assist with street closures as in previous years and as deemed necessary by APD

STREET DEPARTMENT

- Street Department has received the barricade information
- One street sweeper on May 26th to travel parade route as necessary. Arrival time is approximately 11:00 am (call to confirm). At the conclusion of the parade, street sweeper is to sweep the parade route and downtown parking lots
- Colored flags or color section designation barricades are to be installed by May 22nd on River Street (A map will be forthcoming)
- American flags installed in the CBD

ELECTRICAL DEPARTMENT

- Pull two electrical lines from behind the Art & History Center for the reviewing stand, no later than 8:00 am on Monday, May 26th

MVPS

- Reserve five adjoining parking spaces at the Stolp Island Parking (SIP) Deck for delivery of golf carts no later than 8:00 am on Friday, May 23rd
- Signage to be placed at entrances and exits of SIP stating “No entrance or exit during the Memorial Day Parade” on Thursday, May 22nd
- Free parking at the SIP deck on Memorial Day from 8:00 am to 2:00 pm. Signage to be provided by MVPS
- Place no parking signs on all light poles along parade route and one block beyond perimeter of parade route (detailed locations will be sent to MVPS)

DOWNTOWN MAINTENANCE

Step-Off

- 12 colorcades with sandbags, placed at the corner of Benton and River on Monday by 10:00 am
- 1 tent with sandbags, 1 table and 4 chairs at the NW corner of Benton & River for the info booth by 10:00 am
- 6 cardboard trash containers with liners at the staging area by 10:00 am

Reviewing Stand/Showmobile-all placed by 9:30 am

- 1 tent with sandbags, 1 table, 8 chairs and 6 cones at the reviewing stand
- Podium and flags (American, State, City, all Military and POW/MIA) with sandbags
- 18 chairs on reviewing stand

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GAR Area

- GAR flag at half-staff on Monday, May 26th at 6:00 am and raised at Noon (key for flagpole is available from Central Services)
- 8 benches on the sidewalk and lawn area in front of GAR by 9:00 am
- 4 cardboard trash containers with liners placed in the area by 9:00 am

Miscellaneous

- Alderman's float, driven by Gil Gonzales to be delivered to the staging area at 10:30 am
- 2 a-frames and 4 sandbags dropped off at Special Events by Wednesday, May 21st

WATER & SEWER

- Fire hydrant faucet hook-up required at the southwest corner of River & Benton by 8:00 am on May 26th.

ADDITIONAL COORDINATION WITH ALL AFFECTED DEPARTMENTS AND DIVISIONS WILL OCCUR AS THE DATE DRAWS NEAR