



Legislation Text

File #: 18-877, Version: 1

CITY COUNCIL AGENDA ITEM

ACTION REQUESTED:

Pass the ordinance to establish temporary traffic controls and issue Special Event and Amplifier permits for the Hometown Holidays/Friends of Little Friends Parade on Saturday, December 1, 2018

DEPARTMENT: City Clerk's Office

SUBMITTED BY: Dawn Portner, Special Events Coordinator

BOARD/COMMISSION REVIEW:

N/A

BACKGROUND:

Sponsored by the Downtown Naperville Alliance (DNA) and Little Friends, the annual parade will take place in downtown Naperville at 7:00 p.m. on Saturday, December 1, 2018.

DISCUSSION:

Once again this year, the Hometown Holidays/Friends of Little Friends Parade and the Christkindlmarket event will overlap on this date. Given the parking challenges experienced in 2017, City staff has partnered with representatives from the Naper Settlement, DNA, Christkindlmarket, and Little Friends to develop parking mitigation strategies such as offering ride share opportunities, shuttle options, and designated spaces in private lots. The team will utilize all available communication methods to promote the approved strategies.

The route and associated No Parking/Tow Zones are shown on the attached map.

The parade is scheduled from 7:00 p.m. to approximately 8:00 p.m.

The streets of the route will be closed at approximately 2:00 p.m. to allow time to clear parked cars and install fencing. The streets will be open to vehicular traffic and the No Parking/Tow Zone signs will be removed at approximately 8:30 p.m. or as soon as the Naperville Police Department determines it appropriate based on public safety.

Staff will post informational signs along the route beginning Monday, November 26, 2018. As with all events, the organizers are responsible for notifying all affected businesses and residents no less than two weeks prior to the event.

All insurance requirements will be fulfilled prior to the issuance of the permit.

FISCAL IMPACT:

Little Friends has received \$14,847 in SECA Grant funding for City services required to support this event. Any City services in excess of the grant will be billed to the event organizer.