

TO: Sgt. Anderson
Sgt. Gawrisch
Brian Charlesworth

CC: Chief Thompson
Chief Howard

FR: Joanna Adamicki, Special Events Coordinator
Ron Grall, Director of Parks, Recreation & Forestry
Mary Berg, Recreation Service Manager

RE: Fireworks, Stationary Parade and Drive In Movie

WPRF and our partners are proposing three events that have safety guidelines/engineering controls to keep people safe and provide a much-needed moment of celebration during these times.

The Mayor has been in contact with Waukesha County officials and is requesting the Fire and Police Department's review of the WPRF plan below before providing his ruling/recommendation to the Park, Recreation and Forestry Board's consideration.

References:

- Emergency Order #36 – Interim Order to Turn the Dial (Drive In Movie Allowance)

WPRF Guidelines:

Saturday, July 4, 2020

Independence Day Reverse Parade – 11 am to 1 pm

- I. Model for the parade encourages public participation with social distancing in mind much like the many mini parades that are organically occurring now
- II. Parade units will be stationed along the route (Wisconsin from Grand to Maple, Maple from Wisconsin to Carroll, Carroll from Maple to Grand Ave., Grand Ave. from Carroll to Wisconsin)
 - Public will remain in their vehicles and drive the route. Public will be encouraged to decorate their cars
 - Traffic will enter the "parade route" from Grand and Carroll, proceed on Grand, turn left on Wisconsin, left onto Maple, left onto Carroll, then exit the "parade" with a right turn onto Grand. (other routes could be considered)
- III. 11 parade units will be included spaced approximately 25 feet apart:
 - Welcome to the Parade – Mayor/Common Council unit showing community support
 - Each vehicle receives a good bag with candy/sponsor give-a-ways
 - Stilt Walkers/performers
 - Police Dept. unit with lights/sirens for kiddos to enjoy; thank our first responders
 - Veterans Display with military vehicles and flags
 - DJ with patriotic music or local radio station

- Remember Why it's the 4th of July Float
- Possible media outlet unit
- Fire Dept. vehicle, lights/sirens; thank our first responders
- Stilt Walkers, Uncle Sam, Statue of Liberty
- #Waukesha United float/patriotic theme, thanking our medical responders
- DJ/local radio station/or one of our 5-piece bands

Fireworks Show – Expo Grounds – aerial only show, 9:30 pm

- I. Grounds open at 7pm
 - a. WKPD to assist with traffic on the street
 - b. WKFD on site at 9:10 pm
 - c. Restrictions: No concessions available for purchase. No tailgating, grilling, candles, fireworks, sparklers allowed
 - d. Rental of 20 port-o-let units and 6 sinks – spaced to allow for social distancing.
 - e. No patrons on the grounds other than in the parking areas. Patrons will need to remain in cars or in the space to their left only. All gates except for car entry gate locked down; no walk-ins onto the grounds will be allowed - Cars only; no motorcycles, motorhomes, busses, etc.
 - f. Looking into to the option of a ticketed event to limit participation to City of Waukesha residents and control participation
 - i. Charge \$5 per vehicle due to limited space available
 - ii. Will cause a delay at entrance to verify ticket but we are seeking guidance from Waukesha County Fair to implement scanning procedures
- II. Parking provided by Waukesha County Fair parking every other space (700 cars on site)
 - a. Could possibly utilize WKPD and/or WKPD Reserves for greater law enforcement presence and to save costs (jurisdiction)
- III. Waukesha County Sheriff Deputies on site (2)
 - a. Will request possibility of WKPD Reserves (to save costs, will be a jurisdictional conversation) to also be on site to assist with patrolling and enforcement of social distancing
 - b. Additional volunteers/staff needed to assist with patrols on the grounds
- IV. Work with surrounding businesses to provide parking and possible restrooms
 - a. FM broadcast of patriotic music to coincide with show at 1.5-mile radius (+\$2,000)
- V. Maximum of 6" shells to be used in fireworks show

Drive In Movie, North High School Parking Lot - Monday, August 17

- I. People will register and receive a "ticket" for one car. Car will pull up to the lot, show ticket to staff through window
- II. Drive in style movie with capacity for up to 250 cars at North High School parking lot. Patrons must remain in vehicles
- III. Movie start at 8 pm, lot opens at 7 pm Soundtrack utilizes FM transmitter for in car sound

- IV. Restrooms available at Lowell Shelter; enter outside door, exit inside of shelter; cleaning hourly
- V. No concessions will be offered. Staff/volunteers needed to assist with parking/patrolling. WKPD Reserves requested to assist with patrolling and traffic control