

# City of Copperas Cove Information Item

June 28, 2016

## Parade Application Update

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SUBJECT: Update on the City of Copperas Cove Parade Application.

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### 1. BACKGROUND/HISTORY

On June 21, 2016, Council Member Lack requested the City Manager provide a report on the City's Parade Application process.

On November 3, 2015, the City Council approved an amendment to Section 18-24, Permits Required for Parades and Processions, of the Copperas Cove Code of Ordinances. The ordinance provides the detailed process for submitting a parade and/or procession permit application.

On December 1, 2015, the City Council approved an amendment to the City's Fee Schedule that included a \$10 fee for Parades, Processions and Street Closures.

### 2. FINDINGS/CURRENT ACTIVITY

On June 6, 2016, the City Secretary received an inquiry from Council Member Lack regarding the local VFW's parade application. Council Member Lack was inquiring about the cost of a parade permit as the VFW had contacted him indicating the application fee was so high that the Veteran's Day Parade may not occur in November 2016 as had occurred in the past.

After considerable research and discussions with the VFW, City staff determined the VFW received inaccurate information from the Chamber of Commerce and was operating by assumption that the information provided by the Chamber was accurate.

The Chamber apparently provided such information because of the cost incurred by the Chamber for the Rabbit Fest Parade conducted in the City. However, the current Chamber staff was unaware of a separate ordinance that was approved by Council on August 4, 2015. Ordinance 2015-24, lists a series of Chamber events that the City is to be compensated for its actual costs in providing services for a Chamber sponsored event. During the draft of the ordinance, the Chamber President provided the Chamber information that was utilized to draft the ordinance to include the specific list of Chamber events subject to the ordinance provisions. The Chamber President was provided an opportunity to review the ordinance prior to presentation to the Council.

## **FINANCIAL IMPACT**

The Rabbit Fest Parade held in May 2016 incurred traffic control expenses of \$1,140.00, barricade expense of \$18.00 and street sweeper expense of \$36.00. The total billed expenses for the parade were \$1,194.00.