



## Elgin City Council Meeting Agenda Item Executive Summary

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**ITEM:**

**DEPARTMENT:** Community Services

**PROPOSED ACTION:** **CONSIDER REQUEST TO WAIVE FEES FOR THE WESTERN DAYS FESTIVAL AND PARADE JUNE 25 – 27, 2020.**

**BACKGROUND:** The Elgin Chamber of Commerce organizes the annual Western Days Festival and Parade June 22 to 27, 2020. Western Days is a free festival for the community that includes scholarship pageant, live music, softball, volleyball, washer and horseshoes tournaments, arts & crafts, food, kids activities, carnival, and class reunions. Saturday June 27, the parade lines up on 11th street to Main Street, the parade follows the route 11th street, turning south on Main Street, continuing through downtown, and ending at Brenham street, where floats return via Avenue C and Avenue A. The parade begins at 10:00 am. The parade route requires 18 City of Elgin staff @ \$40 per hour for 4 hours and 6 police officers @ \$60 per hour with an approximate cost of \$3,600 for traffic control. 66 barricades are required for the street closures with a rental fee of \$330. Parade costs: \$3,930. The Festival requires 4 City of Elgin employees for litter removal etc. with an approximate cost of \$800. Elgin Memorial Park Rental Thursday pavilion rental \$100 Friday Park rental \$800 Saturday Park rental \$800 total \$1700 – community event is charged 20% of the rental fee making the park rental \$340.00. Special event permit application \$25 Refundable deposit \$500.00 Chamber requested waiver of fees associated with the parade which totals \$3,930.

**BUDGET/FINANCIAL IMPACT:**

Funding for this item was  included  not included in the current-year budget  N/A

**RECOMMENDATION:** This is an annual free community event. Staff assumes that fees would be waived as they have been in the past. Chamber of Commerce requested waiver of fees associated with the parade which totals approximately \$3,930.

**ATTACHMENTS:**

Staff will be making a detailed presentation on this agenda item at the meeting.

Staff will provide brief comments and answer questions on this item at the meeting.

This is a routine procedural item and no presentation is planned for the meeting.

*Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.*