

**TO:** Mayor Althoff and City Council

**FROM:** Jeffrey L. McCormick, Chief of Police

**SUBJECT:** Parent Committee Graduation Request

**DATE:** May 11, 2021

**BACKGROUND**

Kammy Huneke left a message for me on May 7, 2021 that the Parent Committee planning the 2021 graduation party would like to have a parade like the cruise last year following graduation (to was a cruise because parades were prohibited). After getting the request I spoke with the High School Principal on May 10 and learned that the 2021 Graduation event will be returning to a graduation event without attendee limits. Based on that information I spoke with Ms. Huneke on the same day and explained that 2020 events had limits on attendees and that for 2021 the School District will not have limits and is returning to the previous graduation format and that if they wanted to move forward with a parade request that it would likely need to be taken to the City Council. Ms. Huneke advised the idea can up within the planning committee before the School District advised there would not no limits and she would go back to the planning committee to see how they wanted to proceed.

For the 2020 High School Graduation the School District was working hard to make the event happen and asked the Police Department for input on options they were considering. The School District was able to hold an outdoor graduation, with virtual stage walk on a video display, but had to limit the number of persons that could be in a vehicle with the graduate, and parents were unsure if graduates would even be able to hold graduation parties. In 2020 the City Council approved the School District's request because of the anomaly created by COVID restrictions. The City Council provided Police Officers to assist the School District with Graduation events, which included traffic control at the school and a cruise to allow family members unable to attend the ceremony to be part of the graduation event. The 2020 Graduation events were considered a Community Event by the City Council.

On 5-11-21 Ms. Huneke left me a message that the planning committee wanted to make a request to the City Council for a graduate parade following graduation on May 28, 2021. I discussed this request with the City Administrator and he spoke with the School District Superintendent who advised this was not a District event and was being planned and requested by the parent committee planning the 2021 graduate party. With the School District holding a graduation event without attendee limits and the request not coming from the School District the City Administrator and I are unsure how the City Council would want to proceed. Since this is more of a private event request and has the potential to become an ongoing commitment, the City Administrator and I felt a decision by City Council was needed to provide direction to the group on their request. I called Ms. Huneke back and advised her that I would prepare a memo for the May 18, 2021 City Council regarding their request.

The request for be to provide a graduation parade on May 28, 2021 starting at approximately 8:30pm and would need two officers for traffic direction/control and is expected to last about 45 minutes.

**REQUESTED COUNCIL ACTION**

Staff is requesting a decision from the City Council on how they wish to proceed on this request, either granting or denying the request.

If the request is granted, then a decision from the City Council is needed if the event should be considered a Community Event (staff cost paid by the City) or a private event (staff cost paid by the event coordinator).