

From: [Matthew Johnson](#)
To: [Rebecca Olson](#)
Subject: Parade Information for HRIEC
Date: Wednesday, January 13, 2021 12:08:29 PM
Attachments: [Parade Rules 2019.pdf](#)
[Parade Unit Application 2020.doc](#)
[image001.png](#)

Hi Rebecca:

I wanted to follow up on our conversation with written answers to the HRIEC questions:

- Leadership of the Parade Committee and city staff are still working out logistics of a possible parade this year. Right now the planned date would be Monday, June 29 and we are proceeding with early planning. If there is a parade, it will almost surely look different than years past due to the COVID-19 pandemic.
- Generally speaking the parade application goes out in early February – but it will likely be later this year – presumably mid/early March. However, the HRIEC may begin to talk to groups before that date. The 2020 application is attached. 2021 will be similar.
- We can hold two slots for HRIEC recruited groups but would need to know about their participation by May 1. I would assume that the HRIEC will establish a written criteria for their groups. A couple of ideas that may help steer them clear of issues that we've had in the past. Groups should be
 - Roseville based.
 - non-political.
 - represent a culturally or racially underrepresented group.
 - I think that from a City side it's extremely important that these groups are not considered activist groups or in any way affiliated with candidates for office.
 - Would the HRIEC be designating a member to work on this and serve as a liaison to the group all the way through parade day?
 - How will they address concerns about fairness – IE, which groups they target for recruitment?
- In terms of what parade day looks like – attached are the instructions and rules that we send to groups.

- Groups must be at RAHS between 5pm and 6pm (the earlier the better).
- Volunteers check them into a pre-assigned spot and they wait until their turn to enter the parade route.
- Earlier units can plan to be done around 7:15pm – later as late as 9:00pm. We cannot guarantee “early” slots for these groups.

Let me know if there are other questions I can answer before your meeting, or if the HRIEC has any more question I can answer for them following the meeting.

Matt



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Rosefest Rose Parade RULES

Rose Parade Date: *Monday, June 24, 2019*
Starting Time: *6:15 p.m. (at Roseville Area High School)*
Lineup Time: *5:00 to 6:00 p.m.*
Lineup Position: *T.B.D.*

Please stop at the designated check-in area prior to proceeding to your assigned lineup position. **Enter check-in on County Road B-2 from Hamline Avenue - Just N. of Hwy. 36.**

PLEASE FOLLOW THESE RULES:

1. **ABSOLUTELY NO ALCOHOL** allowed in the parade, along the parade route, in the parade lineup area, or in the parade pickup areas.



NOTHING MAY BE THROWN FROM UNITS - ITEMS MAY BE HANDED OUT AT THE CURB.

This prohibition is in place to prevent children from running onto the parade route. Children chasing candy on the parade route creates an extremely dangerous situation.

3. Because of the number of units and CTV-15 television coverage, we ask that you please keep the pace even and moving with a maximum distance of 25 feet between units. If parade marshals ask you to move forward, please accommodate their request as we do need to complete the parade by dark.

4. The Reviewing Stand is for judging of the marching bands only. **Please do not stop there to perform.**

5. Please move to the right if you hear a siren. Sirens are used **ONLY BY EMERGENCY VEHICLES.**

6. Each unit should have a fire extinguisher on board.

7. In the event of severe weather and you are advised to seek shelter, please go into the Roseville Area High School, or Roseville City Hall - whichever is closest.

PLEASE NOTE:

- There is extremely limited parking in the parade lineup area. Carpooling, bicycling and walking is encouraged.
- There are no food vendors nor water fountains near the parade lineup area. Food is available for purchase near the end of the parade. Please bring sufficient water (in refillable bottles, preferred) for all your people.
- There are portable restrooms available near the parade lineup area.
- Limited shuttle service is available for those with special needs, from the end of the parade route back to the start area at County Road B-2 and Hamline.
- You are invited to attend the Awards Ceremony for the On Street Marching Band competition at the Guidant John Rose MN OVAL at the conclusion of the parade.

If you have any questions, please contact Roseville Parks and Recreation at 651-792-7006.

Date Received by
Parade Committee

Roseville Parks and Recreation
651-792-7006

UNIT #

PARADE UNIT APPLICATION
ROSEFEST 2020: FOCUS ON FUN!

Monday, June 29, 2020 at 6:15 P.M.

NAME OF UNIT: _____

Type of Entry - Check one or more

- Animal Business Float Clown Club Color Guard Costumed Character
- Dance Line Motorized Political Royalty Other: _____

Do you have music with your unit? Yes No

Complete Description / information about unit for TV script (history, colors, names of royalty or others riding on unit).

Number in Unit participating on Parade Day (20 Maximum) _____

Amount of space needed in parade staging area? _____

Motorized Unit Dimensions: Type & Length _____

Contact Person _____

Address _____

City _____ State _____ Zip Code _____

Phone #1 _____ Phone #2 _____

Email _____

Parade Unit Fees: *Payment in full due at time of application*

Business, Corporate & Political entries: Applications received thru March 31, 2020 \$100

Political candidates please note: fee is \$100 per individual candidate.

Applications received April 1 through May 1, 2020 \$125

Applications received after May 1, 2020 \$150

- *The parade selection committee makes the final determination of units for the parade.*
- *Parade order is determined, in part, on entry receipt, variety of entertainment & best utilization of participating units.*
- *All applicants will be notified of parade lineup details beginning the week of May 4.*

Return a completed unit application to Roseville Parks & Recreation,
2660 Civic Center Drive, Roseville, MN 55113 or nancy.robbins@cityofroseville.com

*****NOTE: APPLY EARLY—PARTICIPATION LIMITED TO FIRST 85 UNITS!! *****