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TRANSMITTAL MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: Karl R. Amylon, City Manager

DATE: February 27, 2020

RE: **Request for Eighth Annual St. Patrick's Day Parade**

As indicated in the attached email correspondence to Deputy Chief Eric Mattson, Willie O'Brien is requesting to hold the eighth annual St. Patrick's Day Parade on Sunday, March, 15, 2020 at 2:00 p.m. Mr. O'Brien is requesting to conduct the parade in the street beginning near the Ketchikan Visitor's Bureau and ending at the Berth IV parking lot. As indicated in the attached memorandum from Police Chief Joe White, the event will require two officers on one hour of overtime to assist with traffic control. Unless the City Council directs otherwise, my office intends to authorize the event.

Karl Amylon

From: William OBrien <williamhobrienjr@gmail.com>
Sent: Wednesday, February 26, 2020 1:55 PM
To: Eric Mattson
Cc: Karl Amylon
Subject: 8th Annual St Patrick's Parade March 15th

CAUTION: External Email

This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Top of the day to you Eric,

it's Willie O'Brien and it is that time of year again for the eighth annual St Patrick's Day Parade. We are hoping to hold the parade on Sunday March 15th around 2 p.m.

I would like to be able to utilize the street this year. We will be gathering on berth 2 near the visitors Bureau building and the sourdough bar. Heading north through the tunnel to berth 4 parking lot. I am available at your convenience to answer any questions you may have for me. You can reach me on my cell phone. 907 617 9227. Once again I just want this to be short and sweet with little inconvenience for the public and your office. I look forward to hearing from you.

Cheers

Willie O'Brien

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MEMORANDUM

TO: Karl Amylon, City Manager

FROM: Joseph White, Chief of Police

DATE: February 27, 2020

SUBJECT: St. Patrick's Parade

I have received an email in regards to the St. Patrick's Day parade set for Sunday March 15, 2020. The organizer is requesting to march in the street this year from berth 2 to the berth 4 parking lot.

I have two officers on duty that day and cannot dedicate those resources to assist with traffic control at that time. It will require two officers, one hour each on overtime, to cover this event.