

*City of Alexandria, Virginia*

MEMORANDUM

DATE: FEBRUARY 10, 2006

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES HARTMANN, CITY MANAGER 

SUBJECT: CONSIDERATION OF PROPOSED PLANS FOR THE AMERICA'S 400th JAMESTOWN ANNIVERSARY CELEBRATION ON THE ALEXANDRIA WATERFRONT IN LATE MAY AND EARLY JUNE 2006

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**ISSUE:** Consideration of proposed plans for the America's 400th Anniversary celebration on the Alexandria Waterfront in late May and early June 2006.

**RECOMMENDATIONS:** That City Council:

1. permit one-time exceptions to the Major Events Policy as described in this report allowing America's 400th Jamestown Anniversary Celebration to be held along the waterfront from Thursday, May 25, through Saturday, June 3, 2006 (6 event days and 4 set-up and take-down days);
2. approve the use of the southern end of Founder's Park, the City Marina, King Street Park, a portion of the lower King Street unit block and Waterfront Park, for the event's activities as conceptually depicted in Option III (Attachment B);
3. authorize the City Manager to develop, execute and sign a Memorandum of Understanding with Jamestown 2007 to hold the celebration in Alexandria; and
4. direct the City Manager to establish a citizens' advisory committee to work with staff and the event planners on executing the event.

**DISCUSSION:** On January 24, City Council held a Public Hearing on the America's 400th Jamestown Anniversary Celebration plans as related to the proposed location of the event at Founder's Park (Option I) and/or in a significant portion of Founder's Park, the City Marina and in Waterfront Park (Option II), those options proposed for the event, a total of 4 set up days and 8 event days, over two consecutive weekends (May 25 through June 5). In order to permit this event, certain one-time exceptions to the Major Events Policy would be required.

Staff presented Option I and Option II as possible venue locations where event participants, could among other things, take part in tours of the *Godspeed* vessel, visit a tent for a virtual experience that would offer a view into visual and physical sensations of the past ship journey, see a scale model of Jamestown Fort and the three ships that brought the early travelers to the new world in 1607, visit historic, cultural and educational exhibits and enjoy children's and family entertainment and Jamestown event-related merchandise sales.

As a result of comments and questions from the public and Council, staff were asked to review and analyze the questions that had been raised at the public hearing, to work with the community and local businesses to again review locations for the event, and to report back on the issues raised and a desired solution to the event location.

On the evening February 6, 2006, over 90 people attended a public meeting and provided input on the four options that were presented for review by the Department of Recreation, Parks and Cultural Activities. The purpose of the meeting was to gain input and insight on the proposed options relative to the Jamestown event. Among the options presented on February 6, was a new proposal developed by staff (Option III) that offered a modified use of a smaller portion of Founder's Park and a reduction in the numbers of days the event would be held (4 set-up/take-down days, but only 6 event days). Under Option III as presented at this public meeting, the event would be held from Saturday, May 27, through Monday, June 5 (4 set-up/take-down days and 6 event days).

The Options presented at the public meeting were:

Option I - Founder's Park (Attachment C)

With this Option, the event would be held entirely in Founder's Park with the *Godspeed* located at the City Marina T-Pier. Event components include historic, educational and tourism exhibits, entertainments stages, a simulated ship journey, historic Jamestown merchandise sales, a hospitality area, and entertainment staging. While this Option provides a contained event with the ship in full view of the event area, concerns were raised about the park's inability to drain should it rain, and the impact on the entire Park of such a use.

Option II - One-Half of Founder's Park, the Dock at the City Marina, and Waterfront Park with Street Closures and Parking Removal (Attachment D)

With this Option, the event would be held among these venues and include the same components as discussed in Option I, but would spread out the event in the three venues. Some of the components would be placed along the foot of Prince Street and part of The Strand, as these streets and parking spaces would be used as event space. While this option uses less of Founder's Park and brings people toward the business district, it requires street closings and parking removal, thus disrupting parking and traffic. The *Godspeed* would continue to dock at the T-Pier.

Option III - A Small Portion of (Approximately 25%) of the Southern Part of Founder's Park, the Dock at the City Marina, King Street Park, a Small Portion of the Unit Block of King Street, the East Side of The Strand and Waterfront Park (Attachment B)

With this Option, the event would be held among five venues but would provide for a larger use of City park and public waterfront areas. The educational, historic and tourism exhibits would be placed in Founder's Park, the virtual simulated ship journey, historical and educational components and other exhibits would be placed at the City Marina. The King Street park area will be used as a staging and food area for the actors and event staff. There would be only one entertainment stage, and this entertainment stage and Jamestown merchandise sales and additional restrooms would be placed in Waterfront Park. This Option minimizes parking removal and brings more people into the business district. It also allows one-way traffic on The Strand which is important for bus circulation. Should we experience rain and wet ground, more of the event could still be at the City Marina dock because of its hard surface. The *Godspeed* would still be docked at the T-Pier and would be visible from many parts of the event.

Option IV - Dock at the City Marina and Waterfront Park

With this Option, the event would be held in two venues with an opening ceremony at Founder's Park. The organizers of the Jamestown Celebration have indicated that this Option is not viable as the area is too small for the event as designed. Staff indicated during the February 6 presentation that this Option was not feasible due to the rejection of the Option by the Jamestown 2007 organization.

Public Input (Attachment A)

After the staff presentation on the four Options at the February 6 meeting, the attendees gathered in small work groups to discuss and review the information presented, list their comments about each option and list other questions raised on the options presented. During the exercise facilitators worked with the groups to help answer or find answers to questions raised. At the end of the exercise, the work groups were provided an opportunity to report-out their findings and preferences to the entire audience. This information is captured in the public meeting documentation (Attachment A).

The majority of participants were in support of the event, while comments on each of the Options I - IV varied from table to table. Some tables had one preference (primarily Options I and III) and others had members that offered support for one or more Option, or variations on the Options presented. In addition, one table member offered a suggestion to hold the event at Windmill Hill Park, which was not presented as one of the four Options. This was considered to be unfeasible due to parking and on-going construction issues in the area of the Park. There were also comments supporting the 8 day event (12 days total) as well as the newly proposed 6 day event (10 days total).

Other Options suggested included utilizing Market Square. These other Options were explored and determined not feasible as they did not provide sufficient adjacency to where the *Godspeed* would dock, and were determined not acceptable by the Jamestown 2007 organization.

### **RECOMMENDED OPTION III, EVENT SCHEDULE, AND LOCATION**

Based on additional review of all the Options presented and research undertaken into the questions raised by the public and City Council, staff is recommending that Option III (Attachment B) be selected as the site area and layout for the Jamestown event. This recommendation is based on the following factors: the venue utilizes a broader section of the City Marina and park system along the waterfront which provides for less event damage risk to the Founder's Park area, encourages greater public visitation to the Torpedo Factory and lower King Street business area, provides for a continuation of portions of the event on a hardscape area in the event of weather related issues, provides for a reduction in repair costs for any park related damage and provides for better traffic circulation on The Strand and the unit block of King Street. Also, by reducing the portion of the event that will held at Founder's Park and by having only one event stage and moving that stage to Waterfront Park, the event is less disruptive to the neighborhood immediately adjacent to Founder's Park. The event planners will continue to refine the event details and will work with the City to identify the component placement and to finalize full event details.

In addition, staff recommends (if the Jamestown 2007 organization agrees) that the event be scheduled over a ten day period from Thursday, May 25, to Saturday, June 3, 2006. This is a variation of the Option III schedule presented at the public meeting on February 6. However, it is the same number of days (6 event days and 10 total days), but shifted to take full advantage of the Memorial Day weekend. Staff has forwarded this recommendation to Jamestown 2007 for review and response by the time of the City Council meeting.

### **MAJOR EVENTS POLICY - EXCEPTIONS**

The hosting of this event would require that exceptions be made to the City Council adopted Major Events Policy. In 1986, Council adopted a Major Events Policy that addressed issues pertaining to events held in Old Town east of Washington Street. Venues included Market Square, Jones Point Park, Waterfront Park, Oronoco Bay Park and Founder's Park. The policy limited events in length, time, and events and were only to be held on every other weekend. While exceptions to the Major Events Policy (such as for the Arts Festival and First Night) have been made in the past, no exception has been made for the use of Founder's Park or for an event of this magnitude.

The exceptions to the Major Events Policy which Council is being asked to approve include the following:

1. allow a 6 day event (10 days total) to be held in Old Town;

2. allow the event to operate from 11:00 a.m. to 7:00 p.m. on weekdays and from 11:00 A.M. to 8:00 P.M. on the weekends, and
3. permit the America's 400th Jamestown Anniversary Celebration (a one-time event) to be held at the selected venues which include a portion of Founder's Park.

### **APPOINTMENT OF A CITIZENS' COMMITTEE**

I recommend that council authorize the City Manager to appoint a seven member committee to work with City staff and the event producers to advise on planning and implementing the event. The committee is contemplated to include representatives from the Historic Alexandria Resource Commission, the Founder's Park Community Association, the Old Town Civic Association, the Torpedo Factory Arts Center, KSMET and the Chairs of the Waterfront Committee, and the Alexandria Convention and Visitors Association.

**FISCAL IMPACT:** Costs associated with the event will be paid for by the Jamestown 2007 organization. City staff will prepare a contract with the Jamestown 2007 for the City Manager's signature which will detail the requirements for insurance, bonds, permits and costs associated with City services.

### **ATTACHMENTS:**

Attachment A: Public Meeting Documentation

Attachment B: Option III

Attachment C: Option I

Attachment D: Option II

Attachment E: Jamestown 2007 Docket Item from the January 24, 2006, Council Meeting

### **STAFF:**

Kirk Kincannon, Director, RPCA

Janet Barnett, Deputy Director RPCA

Roger Blakeley, Deputy Director, RPCA

Members, Special Events Committee

**City of Alexandria  
Community Meeting on  
America's 400th Jamestown Anniversary Celebration**

*February 6, 2006*

**Radisson Hotel Old Town  
901 North Fairfax Street  
7:00 p.m.**

**Meeting Documentation**

**Agenda**

The following was the agenda for the workshop:

**7:00 p.m.**

- Welcome – William D. Euille, Mayor

**7:15 p.m.**

**Presentation on Jamestown Celebration Location Options**

- Kirk Kincannon, Director, Recreation, Parks and Cultural Activities

**7:45 p.m.**

**Breakout Groups**

- Discussing the advantages and disadvantages of each location option
- Identifying a preferred option

**8:45 p.m.**

- Break out Groups Report
- Closing Remarks

## **Presentation**

*After Mayor Euille's opening comments, Kirk Kincannon, Director of Recreation, Parks and Cultural Activities, presented four options for the location of the Jamestown Anniversary celebration.*

Option 1: Founders Park

Option 2: Founders to Prince

Option 3: Founders/City Marina/Lower King/Waterfront

Option 4: City Marina/Waterfront Park

## **Option 1: Founders Park**

*Listed below are the advantages and disadvantages of having the entire event in Founders Park:*

### **Advantages**

- Simple and all in one place
- Cohesive event
- Unanimous!!
- More unified experience
- Security enhanced/safer
- Less disruption
- Better pedestrian access
- One place – one view
- Good option
- Unified, historic, contained, safe
- Can use Pendleton to set up simulator
- Integrity of Jamestown settlement experience

### **Disadvantages:**

- Destroys the park
- Sprinkler system
- Against City rule
- Park not equipped for number of people
- Easily flooded
- Size: scope exceeds physical limitations
- Concern – tears up Park, restoration forecast not realistic, sets precedent not desired
- All self contained
- Is a distance from King Street, etc. and this option “isolates” the event from the City.
- Gets too soggy
- Narrow walks on Strand
- Founders is already in bad shape from the dogs
- Include full (3) day Memorial Day weekend

- Too soggy – filled with water all the time – also, businesses on Oronoco will not be able to function during weekdays
- NOT VIABLE -- Not considered
- Impact on immediate neighborhood
- Too many objections
- No good place for bus drop off

## **Option 2: Founders to Prince**

*Listed below are the advantages and disadvantages of option 2:*

### **Advantages**

- Accommodate more people
- More spread out
- Less intrusive on neighborhood
- Retail would have exposure
- Feeds people more into Torpedo Factory
- Advantage – not all on Founders Park
- Dedicated Pedestrian Walkway

### **Disadvantages:**

- Harder to provide security
- Spread out
- Closes off streets
- School busses dropping off/walking across Park
- Unloading/loading
- Disrupts two weekend traffic
- Bottlenecks for pedestrians
- “Stinky” trash in water by ODBC
- Use of Marina may conflict with Torpedo factory use
- Like because only uses ½ Founders Park
- Bad street closings
- Bus drop off blocks Union Street traffic
- Prince toilets?

## **Option 3: Founders/City Marina/Lower King/Waterfront**

*Listed below are the advantages and disadvantages of option 3:*

### **Advantages**

- Spreads visitors over wider area and includes King Street commercial area
- Provides best Alexandria experience
- Option #3 would work better in rainy weather – there are more hard surfaces available
- good no street closings

- Substitute for Founders option
- Provide perimeter boundary in southern part of Founders
- Good compromise and use of space
- Spreads out pedestrian traffic and promotes restaurants and shopping by tourists.
- Lessens environmental impact on Founders Park
- Dedicated bus drop off
- Accommodate more people
- Less intrusive on neighborhood

**Disadvantages:**

- Concern – Marina crowded on weekends
- Pier space
- ¼ Founders Park – too small
- Mixing pedestrian and bus traffic
- Harder to provide security
- Spread out
- Schools busses walking across park
- Elderly cannot access all parts – route not safe – not user friendly – safety issues
- Restaurant deliveries adversely impacted

**Option 4: City Marina/Waterfront Park**

*Listed below are the advantages and disadvantages of option 4:*

**Advantages**

- Accommodate more people
- Less intrusive on neighborhood
- Put bigger exhibits without destroying Park

**Disadvantages**

- Harder to provide security
- City have to find place for boat
- Not enough space
- Poor experience
- Logistical impact should be weekdays not major holiday weekend
- Proposal to moor ship along Waterfront Park
- Too far, bad walkway
- Too far from boat
- Not enough space
- Not enough room

## **Additional Comments**

*Listed below are additional comments that were received from the breakout tables:*

- Please add stop signs at Cameron and Union and Prince and Union for this event
- Look at including two full weekends
- Transportation – drop kids off at Waterfront Park. Bus goes down Union Street to Robinson Terminal for parking.
- Founders Park does not drain – will be muddy for the entire time if it rains even one day before festival begins.
- Combine option 2 and 3 by putting the Village in the Waterfront Park
  - a) Village is near bathrooms
  - b) Less drainage problems
  
- Focus pedestrian activity on paved and gravel surfaces (rain probable)
- Elevate structures on grass
- Reduce the length of the event from 8-10 days to 4-5 days over one weekend. If the *Godspeed* needs to stay beyond the festival time, that is acceptable.
- Start set up on Thursday and Friday. *Godspeed* arrives Friday afternoon, event opens Saturday – then Sunday, Monday Tuesday and Wednesday. Clean up Thursday and Friday – *Godspeed* can stay on for bridge opening to exit.
- Only educational activities in Founders Park
- Keep festival open over Memorial Day weekend
- Shorter length of schedule
- Length – over full weekend optimal – not “divide” weekends
- Why not consider putting one of “stages” in Market Square and information stations
- Visit of Christian Radich tall ship from Norway part of OPSAIL '75 was very friendly and popular
- All garages open and used to best advantage – Robinson Terminal?
- NEW OPTION: 5  
Windmill Hill Park/Harborside
- What does Saturday/Sunday set up do (impact) on retail?
- What road closures will there be if any?
- Why can't you set up on Friday?
- Hold festival for entire Memorial Day weekend and a few days thereafter



# OPTION III

## South Founders Park, City Marina, King Street Park & King Street to Strand, Waterfront Park



## **OPTION III: LAYOUT LEGEND**

### **Founders Park**

11 America's Flag  
2&3 Jamestown Experience  
9A NASA  
6, 6A,B,C,D,E, F,G Virginia Tourism  
23 Hospitality (to be relocated)  
9 Jamestown/Yorktown Foundation

### **City Marina**

8 and 10 Merchandise Area  
12 Founding Colony Sponsors  
25 Security  
5 Simulator Ship Ride  
4 Tri-Cultural Exhibits

### **Unit Block of King Street and King Street Park**

24, 26, 27 Staging Area/Food for Staff

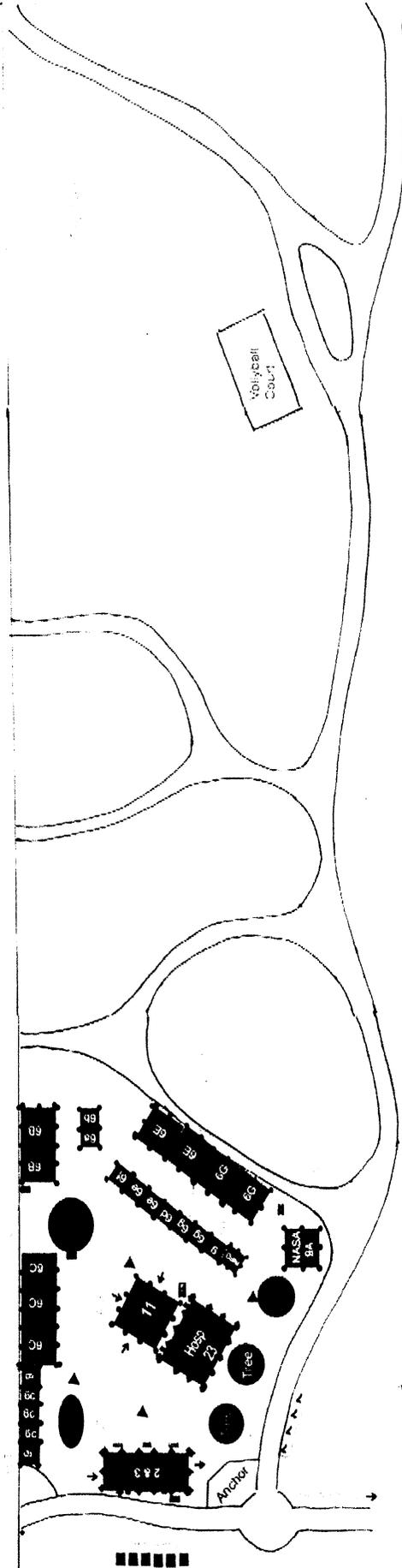
### **Waterfront Park**

GS Stage and Audience Area  
1 Entry Gate  
29 Truck and VIP Parking  
17 & 18 Cast Dressing Rooms  
16 Audience Seating  
10 TOT  
9B City Partners (Alexandria)

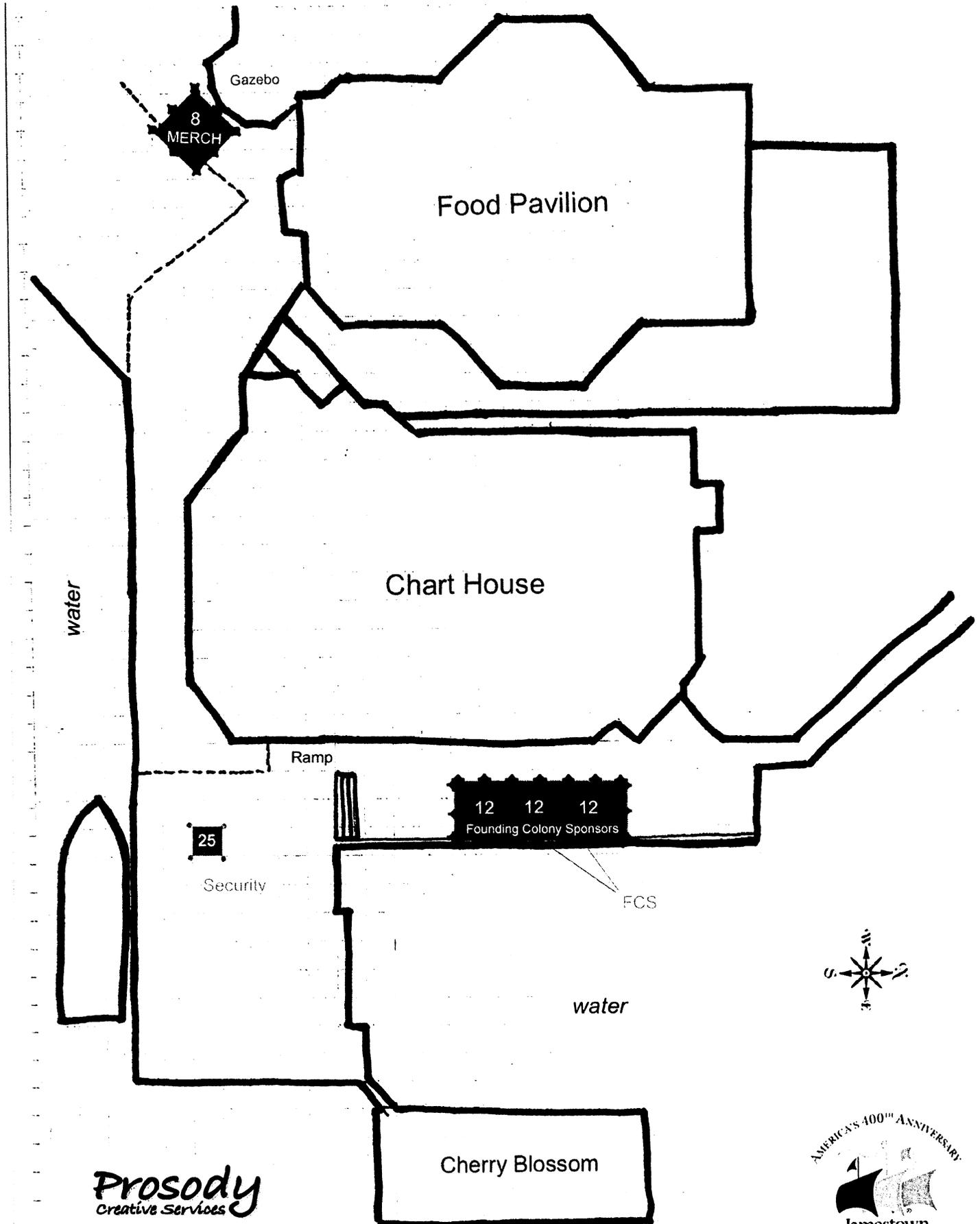


**Godspeed Sail 2006  
Proposed Site Plan (B) 1 of 5  
Alexandria - FOUNDERS PARK**

**Prasody**  
CONSULTING SERVICES  
Professional Planning for America's 48th Anniversary



Godspeed Sail 2006 - Proposed Site Plan (B) 2 of 5 - Alexandria - MARINA AREA

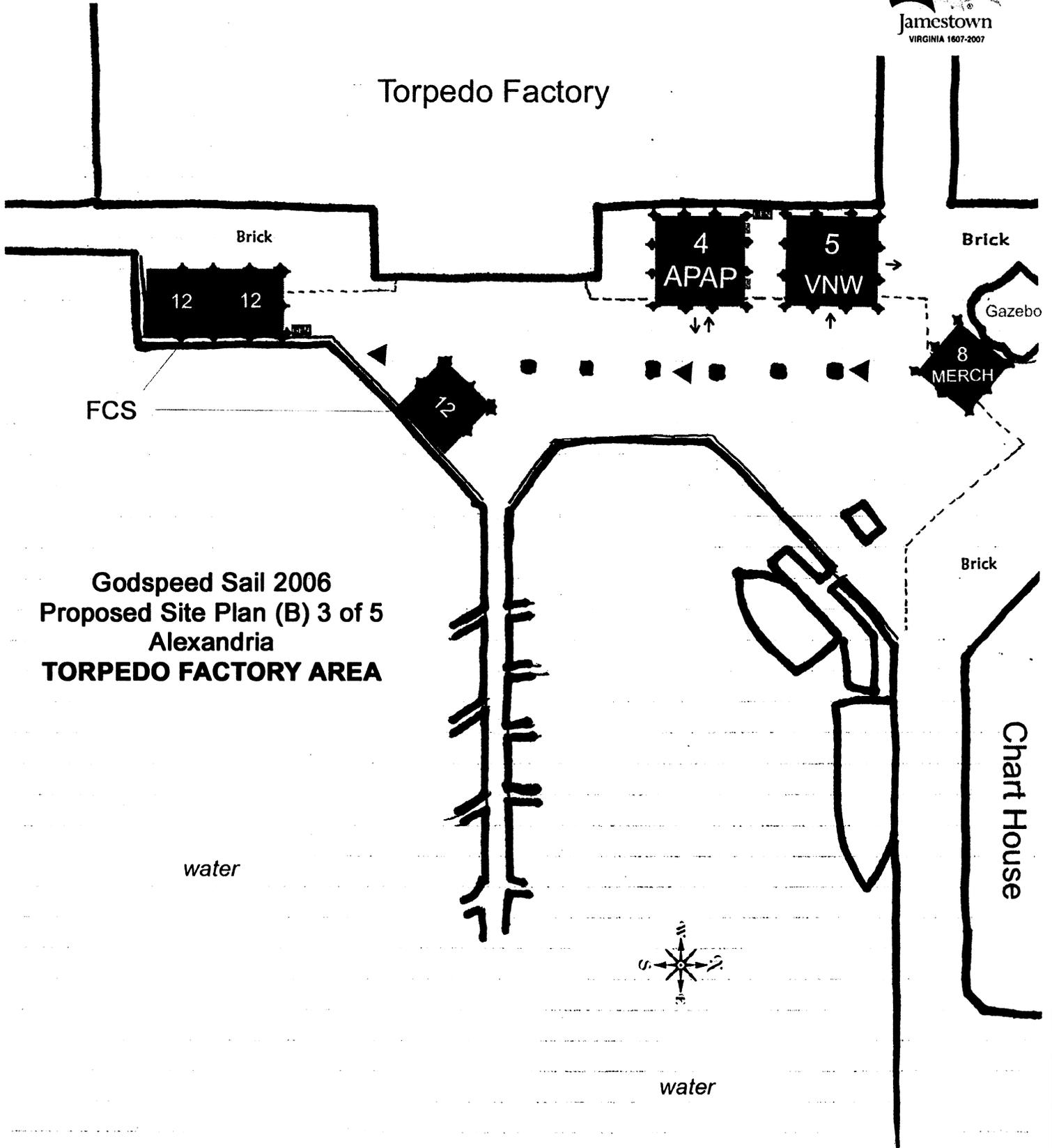


**Prosody**  
Creative Services

Executive Producer For America's 400th Anniversary



# Torpedo Factory

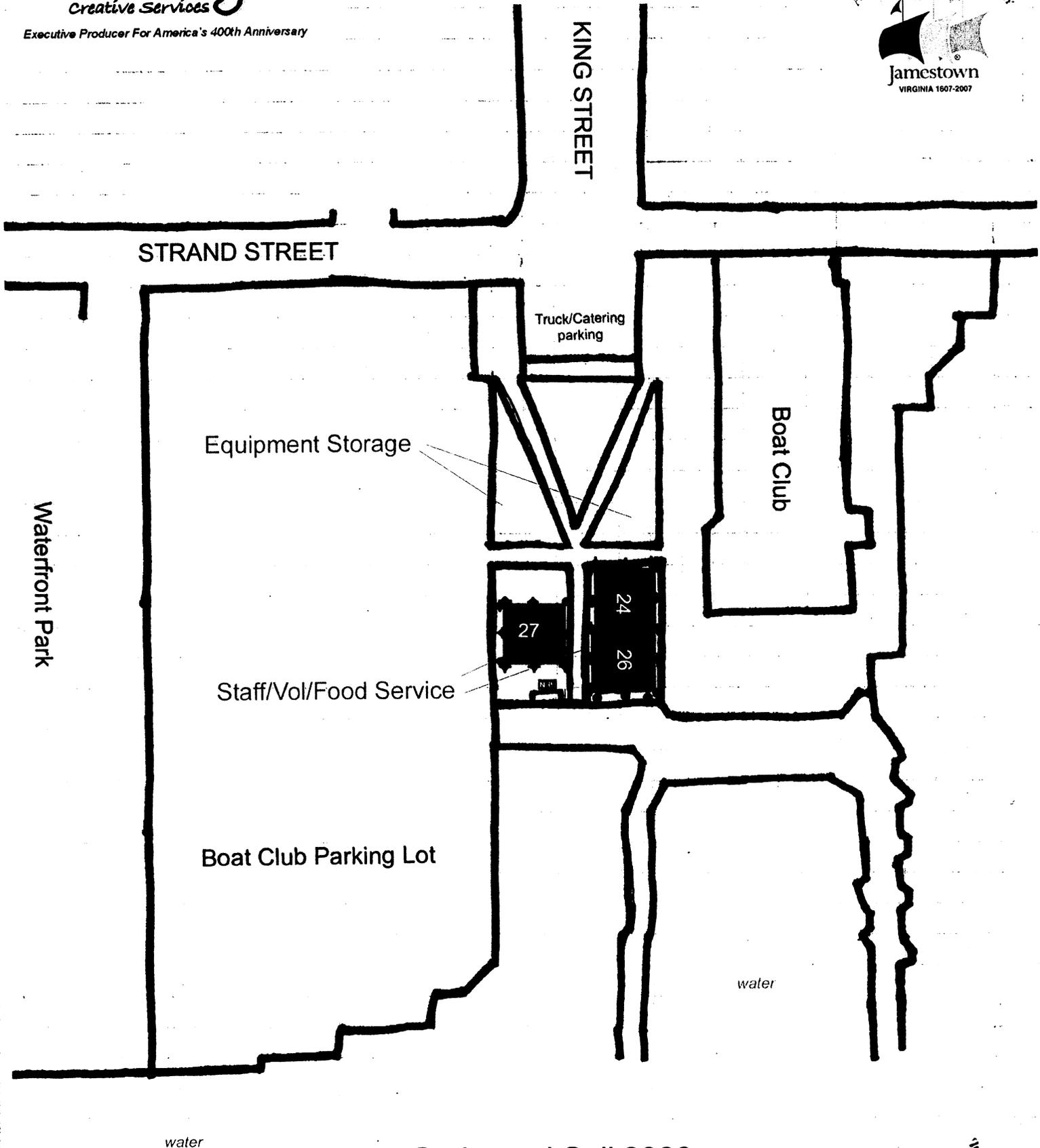


Godspeed Sail 2006  
Proposed Site Plan (B) 3 of 5  
Alexandria  
**TORPEDO FACTORY AREA**

water

water

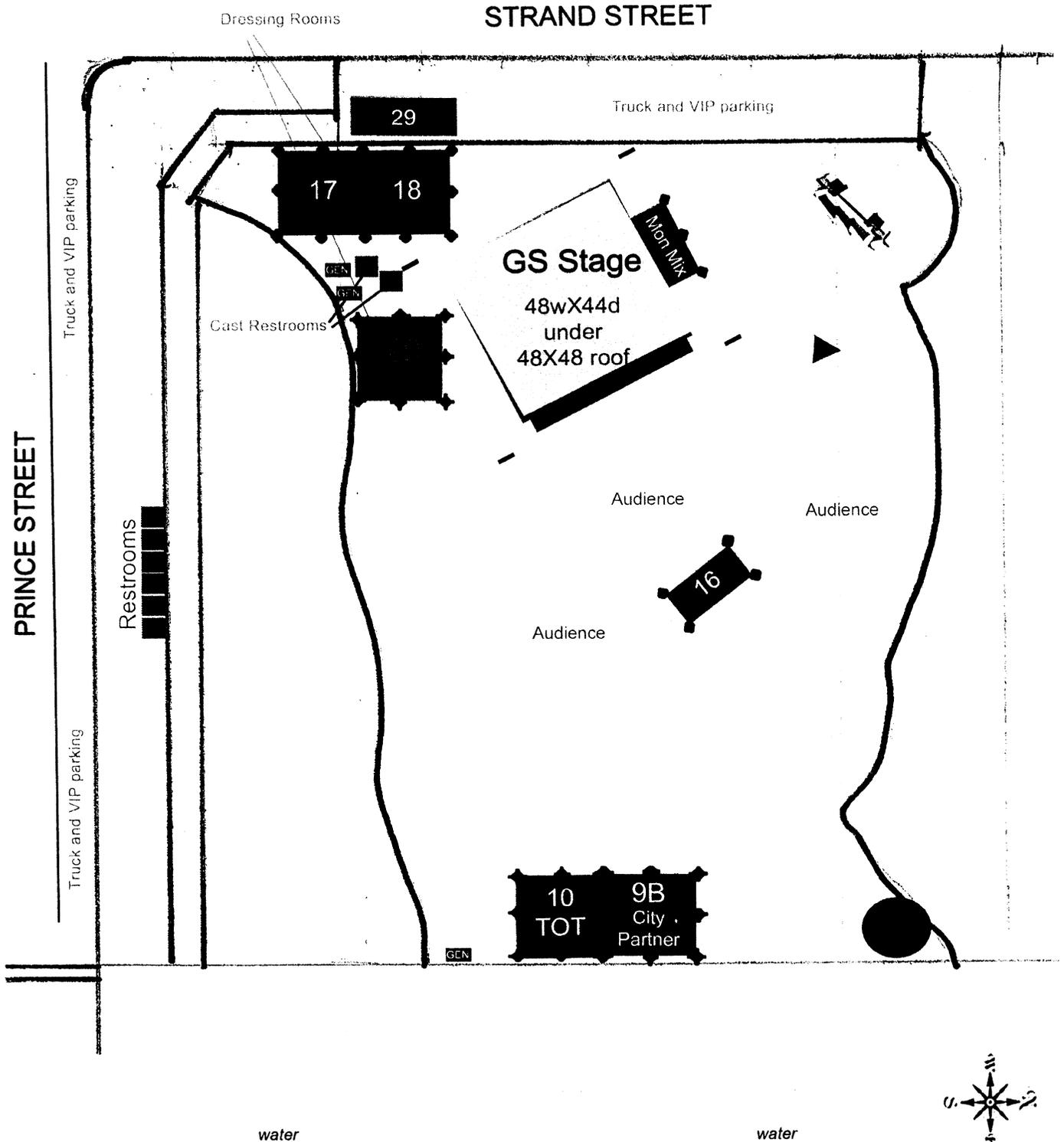
Chart House



Godspeed Sail 2006  
Proposed Site Plan (B) 4 of 5  
Alexandria - **KING STREET PARK**

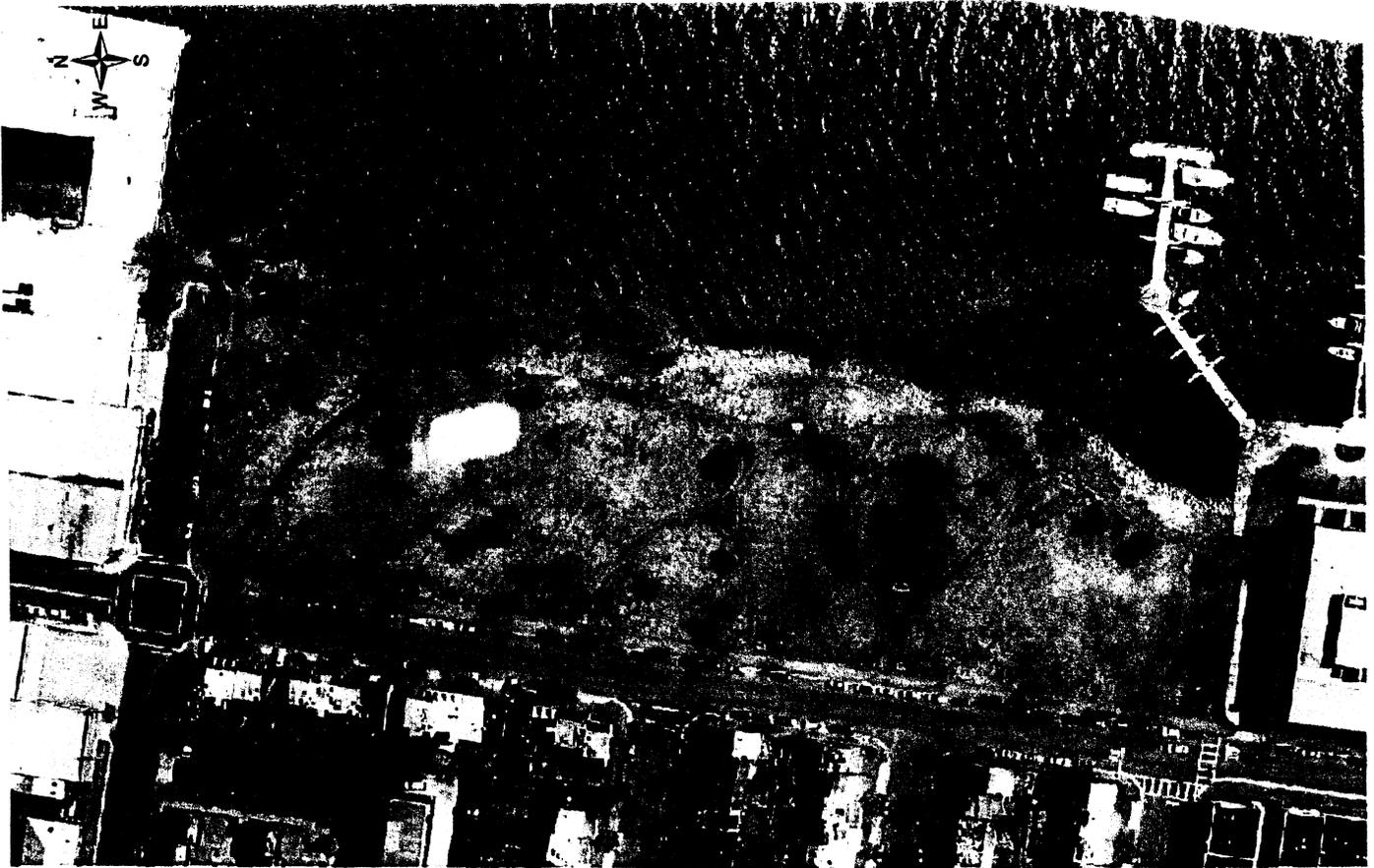


# Godspeed Sail 2006 Proposed Site Plan (B) 5 of 5 Alexandria - WATERFRONT PARK





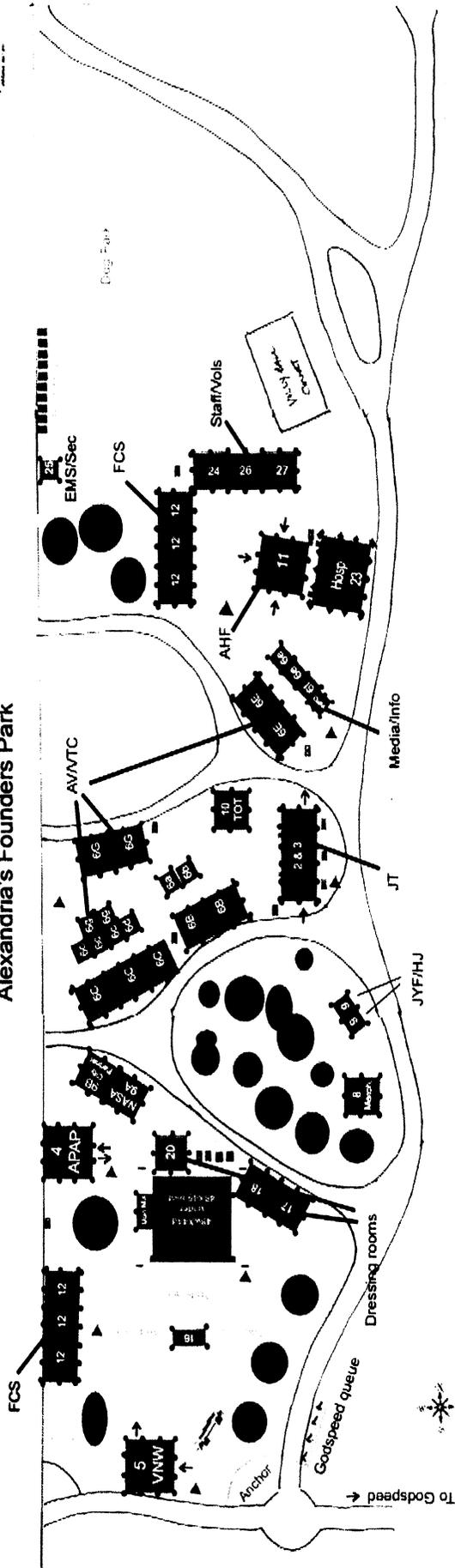
# OPTION I FOUNDERS PARK





**Godspeed Sail 2006  
Proposed Site Plan (A)  
Alexandria's Founders Park**

**Prosody**  
CONSULTING ARCHITECTS  
A Division of Prosody & Associates, LLC



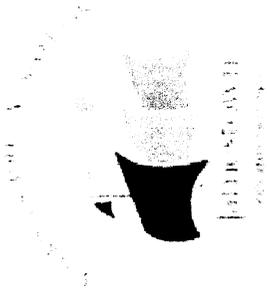


# **OPTION II**

## **Founders Park, City Marina, Unit Block, King Street, Waterfront Park, Strand & Unit Block Prince Street**



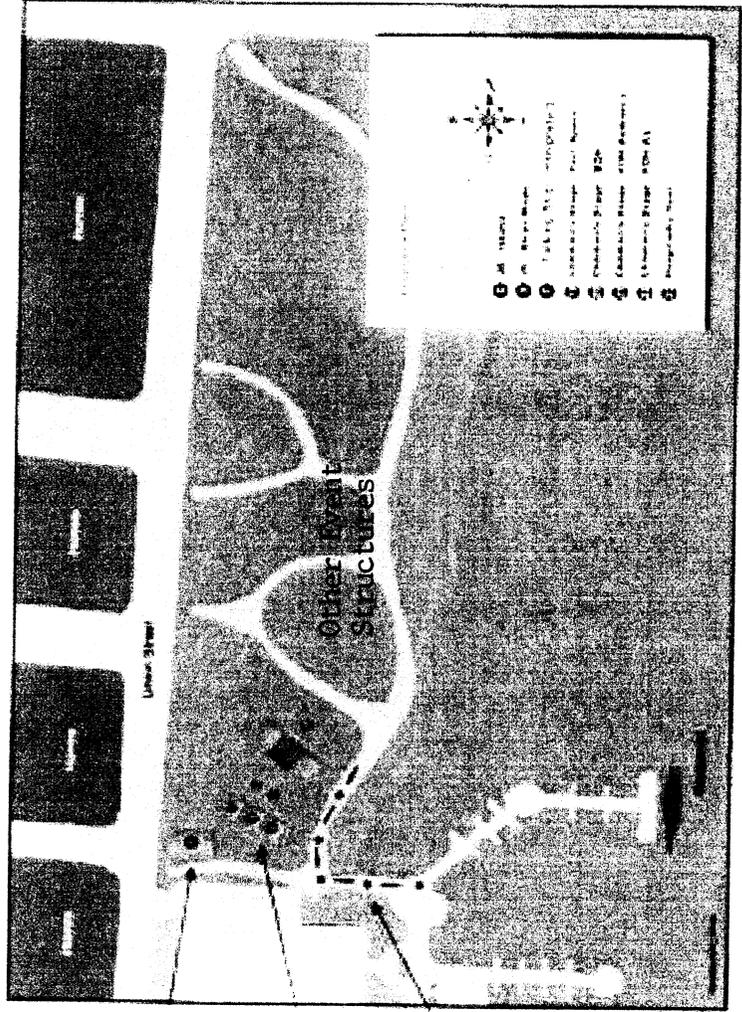
# ALTERNATE LOCATION: Founders Park Plan



*Prosody*  
ARCHITECTURAL

Godspeed Sail 2006

Alexandria, VA -- Proposed Founders Park Site Diagram



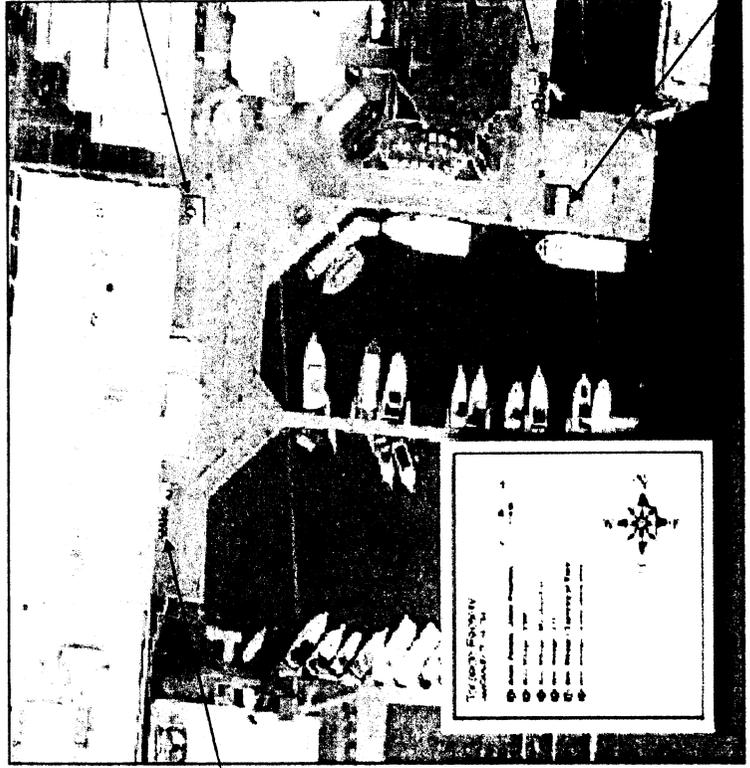
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# ALTERNATE LOCATION: City Marina Plan



*Prosody*  
Creative Services

Godspeed Sail 2006  
Alexandria, VA Torpedo Factory Site Diagram



3 (10x10') & 1  
(20x20') tents

1 (30x30') tent

2 (20x20') tents

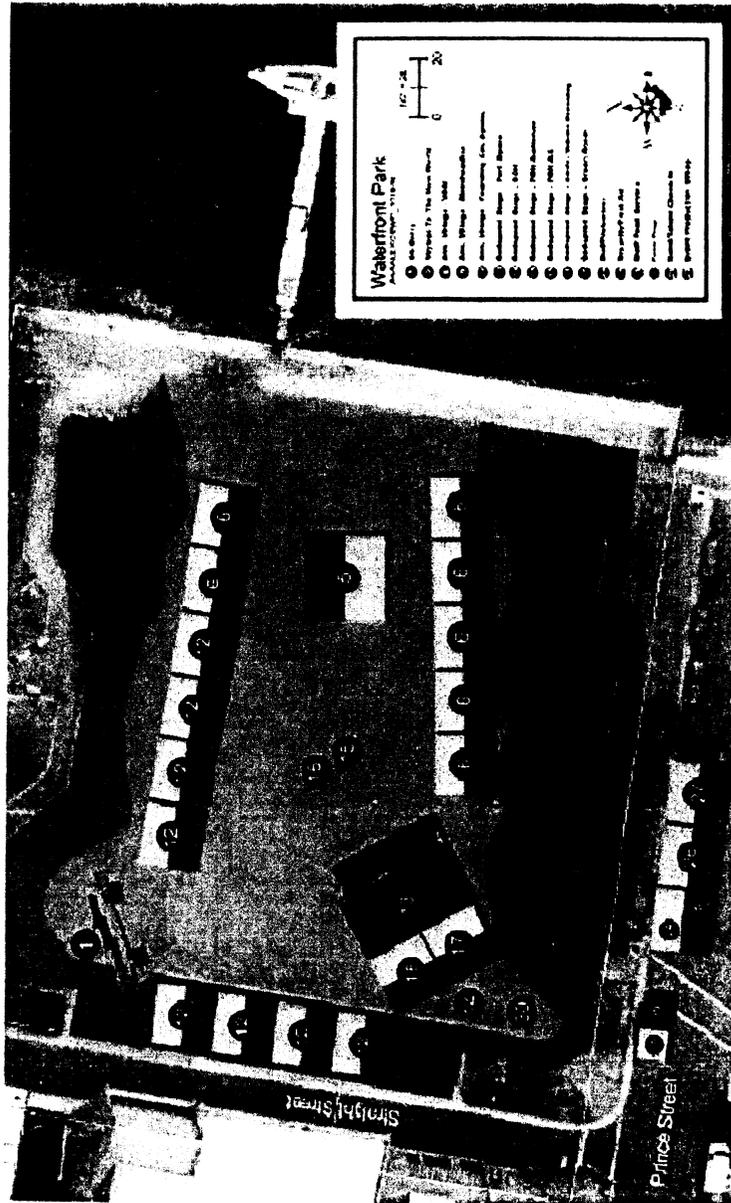
1 (30x30') tent

# ALTERNATE LOCATION: Waterfront Plan



*Prosody*  
Creative Services

Godspeed Sail 2006  
Alexandria, VA Waterfront Park Site Diagram



#13  
1-24-06

City of Alexandria, Virginia

MEMORANDUM

DATE: JANUARY 20, 2006  
TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL  
FROM: JAMES K. HARTMANN, CITY MANAGER  
SUBJECT: PUBLIC HEARING AND CONSIDERATION OF PROPOSED PLANS FOR THE AMERICA'S 400th JAMESTOWN ANNIVERSARY CELEBRATION ON THE ALEXANDRIA WATERFRONT IN LATE MAY AND EARLY JUNE 2006

**ISSUE:** Consideration of proposed plans for the America's 400th Jamestown Anniversary Celebration on the Alexandria waterfront in late May and early June 2006.

**RECOMMENDATIONS:** That City Council:

- (1) permit an exception to the Major Events Policy as described in this report in allowing America's 400<sup>th</sup> Jamestown Anniversary Celebration in Founder's Park, and
- (2) approve the use of Founder's Park for the event's activities as conceptually depicted in Attachment 3.

*Should City Council not approve this preferred recommendation regarding the site, staff would recommend, as a less desirable alternate, spreading out the event with the use of a small part of Founder's Park, the City Marina, and Waterfront Park which requires street closings and parking removal.*

**BACKGROUND:** In early December, Council was sent a staff memorandum discussing the plans for the America's 400th Jamestown Anniversary Celebration, and it was recommended that this event be held at Founder's Park (Attachment 1). Jamestown 2007, the sponsoring party of this event, is a sub-agency of the Jamestown-Yorktown Foundation (which is a General Assembly created State agency). The Jamestown 2007 organization Steering Committee includes State Cabinet Secretaries, elected State officials and other business and civic leaders from around the State.

As indicated in that memorandum, Alexandria is one of six cities in the United States invited to be a host venue for this national celebration. The other cities are Baltimore, Philadelphia, New York, Boston and Newport. These cities were selected for their unique roles in the building of

America. Alexandria was chosen to be the kickoff inaugural host city because it is the closest to the *Godspeed's* base port, is in a major metropolitan area, is adjacent to the capital of the United States, and a Virginia location was desired to recognize that it was Virginia that had the country's first settlement in the new world. Alexandria is the only planned location in Virginia for this event.

The event schedule includes 12 days in Alexandria (2 setup days, 1 soft opening day, 8 event days and 1 take-down day); 7 days each in Baltimore and Philadelphia, 13 days in New York City; and 9 days each in Boston and Newport.

We believe that by partnering with the Jamestown 2007 organization, we are working toward the City's vision of having a vibrant and historic city which provides exciting leisure opportunities, while valuing our natural resources and our diversity. The celebration is intended to entertain, educate, and commemorate our country's tri-cultural heritage through experiencing the *Godspeed*, historical exhibits, interactive opportunities and family entertainment (Attachment 2). No food or beverages will be sold, and visitors to the celebration will be encouraged to go to the local restaurants. This is a detailed extensive presentation and event, and as such it is one that needs a longer run time than just a few days.

The hosting of this event would require that exceptions be made to the City Council adopted Major Events Policy. In 1986, Council adopted a Major Events Policy that addressed issues pertaining to events held in Old Town east of Washington Street. Venues included Market Square, Jones Point, Waterfront Park, Oronoco Bay Park and Founder's Park. The policy limited events in length, time, and events were only to be held on every other weekend. In 1993, through the budget process, Founder's Park was taken out of the park inventory of locations available for holding major events. It has not been used for a major event since that time. While exceptions to the Special Events Policy (such as for the Arts Festival and First Night) have been made in the past, no exception has been made for Founder's Park.

The exceptions to the Major Events Policy would include the following elements:

1. allow a 12-day event to be held in Old Town;
2. allow the event to be held two weekends in a row;
3. allow the event to operate from 11:00 a.m. to 7 p.m. on weekdays and from 11:00 a.m. to 9:00 p.m. on the weekends, and the Memorial Day Holiday; and
4. permit the America's 400th Jamestown Anniversary Celebration to be held at Founder's Park, 315 North Union Street.

Should City Council not approve this preferred recommendation regarding the site, staff would recommend, as a less desirable alternate, spreading out the event with the use of a small part of Founder's Park, the City Marina, and Waterfront Park which requires street closings and parking removal.

After reviewing a variety of options as to where to hold the celebration, staff believes Founder's Park is the best location (Attachment 3). Founder's allows the event to be contained, and the *Godspeed* can dock at the T-Pier adjacent to the Park, serve as a backdrop for the event, and

provide direct visitor access to board the *Godspeed*. City Police believe it is safer for pedestrian traffic and general safety. No streets will need to be closed, and street parking will not be eliminated except for some spaces on Union Street during the set-up time and the take-down time which is expected to be on May 25, May 26 and June 5.

With regard to other venues, staff looked at the possibility of "meandering" the event by using a part of Founder's Park, the City Marina, and Waterfront Park. This approach (see the last 3 pages of Attachment 3) would diminish the experience of the "Anniversary Village" by being very spread out. With regard to potentially using Oronoco Bay Park, it is the site for at least three major events each and every year, and would not allow for the *Godspeed* to provide direct site access and to serve as a backdrop for the celebration.

It is important to note that staff investigated other docking areas such as Oronoco Bay, Robinson Terminal and Waterfront Park. With advice from Willem Polak of the Potomac Riverboat Company, Kent Barnekov of Robinson Terminal and Jamestown Foundation personnel, it was determined that these locations could not dock the *Godspeed* because of water depth and lack of docking facilities which were appropriate for the *Godspeed*.

In the fall, knowing that the Founder's Park use would be an issue, City staff met with Founder's Park representatives to discuss the Jamestown 400<sup>th</sup> Anniversary Celebration. Founder's Park representatives expressed their concerns, and as a result City staff began looking at shifting the event out of the Park by spreading it down the City's waterfront to the south. For various reasons the alternative sites (the combinations of Founder's Park, Torpedo Factory Marina Area and Waterfront Park) work not nearly as well as the Founder's Park option. Issues such as the impact on the streets near Waterfront Park, issues raised by segmenting the event, and higher risks associated with having some of the event on the Torpedo factory pier (in conjunction with the expected elementary school student attendance at the event), make the alternative sites option not the option staff is recommending.

It is for these reasons an exception to the City's 1993 Major Events Policy, approval to hold the America's 400th Anniversary Celebration in Founder's Park from May 24 to June 5, 2006, (from 11:00 a.m. to 7:00 p.m. on weekdays and from 11:00 a.m. to 9:00 p.m. on the weekends, and the Memorial Day Holiday) is sought.

The planned schedule for the event is as follows:

- Thursday and Friday, May 25 - 26 - Load-in of America's 400th Jamestown Anniversary Celebration (trucks and tractor trailers will deliver tents, tops, displays, stages and sound and lighting equipment).
- Saturday, May 27 - Soft opening of the Celebration late in the day until 9 p.m. - community special early access to be provided.

- Sunday, May 28 – Celebration is officially opened by Mayor Euille and the Members of City Council and the *Godspeed* arrives with a community arrival ceremony. The *Godspeed* prepares herself for the public (Coast Guard approvals, etc.).
- Monday, May 29 to June 4 – *Godspeed* and Celebration open to the public and Evening Reception with Community Leaders (11:00 a.m. to 7:00 p.m.).
- Sunday, June 4 open to the public (closing and some breakdown Sunday night) and *Godspeed* departs.
- Tuesday, June 5 – Trucks arrive and load out and leave.
- Tuesday, June 5 to July 6 – Founder's Park restoration.

If exceptions to the Major Events Policy are approved, but the Founder's Park as the full venue is not, staff will then have to work with the other more spread out option indicated in Attachment 3. We would also have to ensure that the celebration organizers could reasonably work within these parameters. It is likely that significant concerns will be raised by citizens and businesses if the alternative spread-out option is chosen.

Staff has met with the Waterfront Committee, the Old Town Civic Association, and the Park and Recreation Commission. While many citizens attending these meetings appreciated the purpose of the celebration, some raised concerns about the appropriateness of holding the event at Founder's, making exceptions to the Major Events Policy, parking, traffic, and bus parking. In addition, we have received a number of emails expressing similar concerns, as well as emails supporting the event.

Founder's Park has an active citizen support organization which for nearly three decades has provided privately raised funds and volunteer support to improve the Park. As a result, one of the major concerns raised has been the damage that this event will cause to the turf, plantings, and others elements of Founder's Park. In response, City staff and Jamestown 2007 have agreed that Jamestown 2007 will fully reimburse the City for any damage or restoration costs that the City incurs in order to put Founder's Park back to its original condition immediately after the event is over and cleared from the Park.

We value the citizens who live and work in the Founder's Park/Old Town neighborhoods and understand their desires to maintain the delicate balance of living in a historic city. As a result, the Special Events Committee and the Alexandria Convention and Visitors Association is working with the Jamestown Foundation's contractor (Prosody Creative Services) to ensure a safe and well-organized event and will address the issues raised by the citizens and work towards alleviating them. Plans are in process for a parking and transportation plan to include buses, safety and security, preventative park maintenance and full and complete restoration, code enforcement, event scheduling, and docking. For information, we have secured parking at the George Washington Masonic Temple throughout the celebration, and a water shuttle service will

be operated from Washington D.C. to Alexandria by the Potomac Riverboat Company. During the event use of the Metrorail and DASH will be promoted.

City staff will prepare a contract with Jamestown 2007 which will detail the requirements for insurance, bonds, permits and costs associated with City services. Staff will also invite interested citizens to join an ad-hoc committee to work on the planning and implementation of the event.

As of this writing, KSMET and the Boards of the Alexandria Chamber of Commerce and the Alexandria Convention and Visitors Association support having this event at Founder's Park. The Park and Recreation Commission received information on the celebration, and the Waterfront Committee may take a position on the celebration at a special meeting on Monday, January 23.

**FISCAL IMPACT:** Costs associated with the twelve day event will be paid for by the Jamestown Foundation and include costs for, but not limited to staffing, insurance, and park restoration.

**ATTACHMENTS:**

1. Memorandum to City Council dated December 8, 2005
2. Description of the Celebration Program Components
3. Descriptions of Venue Options (Recommended Site, Alternatives)

**STAFF:**

Kirk Kincannon, Director, Recreation, Parks and Cultural Activities  
Janet Barnett, Deputy Director, Recreation, Parks and Cultural Activities  
Roger Blakeley, Deputy Director, Recreation, Parks and Cultural Activities  
Members, Special Events Committee (Various City Departments)

*City of Alexandria, Virginia*

## MEMORANDUM

DATE: DECEMBER 8, 2005

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES K. HARTMANN, CITY MANAGER 

SUBJECT: PLANS FOR THE AMERICA'S 400<sup>TH</sup> JAMESTOWN ANNIVERSARY CELEBRATION IN LATE MAY AND EARLY JUNE, 2006

As you are aware, the City of Alexandria has been invited to host the very first kick-off celebration event to mark the 400<sup>th</sup> Anniversary of the founding of the settlement at Jamestown in 1607. This is a major event which will receive national and regional media attention. As a result, City staff have been working with the Alexandria Convention and Visitors Association, and the Jamestown 400<sup>th</sup> Anniversary Celebration staff in planning activities which include the arrival of the ship Godspeed and the related "Landing Party" in late May.

Our staff have worked with Anniversary celebration staff which includes staff from the Jamestown-Yorktown Foundation and the event manager from Prosody Creative Services, the production company for the Anniversary celebration, to carefully evaluate the best place for this event which is scheduled for late May into early June. The exact dates are not specific yet as the schedule also depends upon the calendars for the remainder of the Godspeed tour on the East Coast. The event is expected to last for eight days, and there will be at least two days preparation time and one to two days to break down the exhibit materials.

Together our staff and Prosody Creative have visited a number of sites along the waterfront and have determined the best location for this event to be Founder's Park because of its size and its proximity to the T-Pier where the Godspeed will dock. Staff evaluated the use of other parks and City Marina in combination with Founder's Park. Spreading the event out along the waterfront in several different areas brings significant potential problems relating to pedestrian safety as well as the need to close some streets. Staffing costs such as for police would be higher if the event was spread out along the waterfront. For those reasons, we are recommending the use of Founder's Park.

The "Landing Party," which accompanies the Godspeed, includes three components: Entertainment, Historical Exhibits and Food. These components, housed in tents, canopies and stages, will be used to engage communities in the heritage of the 400<sup>th</sup> birthday celebration to give them a "taste of Virginia." Musical entertainment includes family entertainment, featuring themes relating to the Jamestown settlement. Historical exhibits feature interactive experiences, images, and sounds of Virginia. The food area, entitled "Tapestry of Tastes," will feature opportunities to

sample and purchase packaged food that celebrates the tri-cultural heritages that make up the early tapestry of our nation – English, African and Native Indian.

The Godspeed will have planned, scheduled visits for school groups during the weekdays. Public tours also will be available at various scheduled times. The Godspeed is part of the Jamestown-Yorktown Foundation, an accredited museum complex which offers a full component of SOL related educational themes.

In 1993, City Council, in approving park uses, park fees and park classifications, indicated that as a policy Founder's Park would not be available for major events. Since that time, events have been held at either Waterfront Park, Oronoco Bay or Jones Point. As America's 400<sup>th</sup> Anniversary is a water event and has national significance, and it is best (and the Jamestown-Yorktown Foundation and Prosody Creative Services have requested) to feature the Godspeed and the associated "Landing Party" together. Staff's preferred alternative after looking at other alternatives is to use Founder's Park for this event. This would be a one-time only use of Founder's Park for a major event. Using Founder's Park limits disruption to traffic and parking and does not require any street closings.

Staff has met with representatives of the Founder's Park Community association and they have indicated that they strongly oppose the use of Founder's Park for this major event. Their concerns include drainage issues in the park, as well as the potential damage to grass and plantings if this venue were selected. These are reasonable concerns which staff is empathetic with. As a result, staff will seek to develop to the degree feasible mitigation strategies and plans. The Founder's Park Community Association has worked extensively over the years to improve the plantings, and members have provided funding for many years to provide additional plantings for the park for all to enjoy. City staff will prepare a complete condition report of the park using digital cameras to document the condition of the grass and all plantings prior to the event. In addition, fencing will be placed around the garden areas, as well as around the dog park so it can remain open.

City staff will prepare a contract with Jamestown 2007 and Prosody which will detail the requirements for insurance, bonds, permits and costs associated with City services. In addition, there will be requirements for replacement and replanting expenses, based on documented photos of the prior condition of the park. It will be expected that Founder's Park will be restored to its original condition just after the event ends, and this will be written in detail in the agreement. Hours of operation, noise abatement, traffic control, and security will all be addressed as they are in other contracts for such special events in the City.

It is important to recognize that businesses in the community, the ACVA, and several of our history commissions not only support this kick-off event for Alexandria, but also support the safe, controlled staging of the event at Founder's Park.

At the close of the celebration in Alexandria, the Godspeed will travel to Baltimore, Philadelphia, New York, Boston and Newport. We are delighted to be the first venue for the commemoration of the settlement in Virginia in 1607, which is sure to bring many visitors to our City.

The next step in this process is that staff will have further meetings with the Founder's Park Community Association, and discuss with them the conditions for the use of Founder's Park for this event. The Old Town Civic Association, the Waterfront Committee, and the Parks and Recreation Commission will also be briefed. Then in January, this recommendation for placing the Jamestown Anniversary Celebration in Founder's Park will come forward to Council for its consideration.

cc: Kirk Kincannon, Director, Recreation, Parks and Cultural Activities  
Janet Barnett, Deputy Director, Recreation, Parks and Cultural Activities  
Michele Evans, Deputy City Manager  
Mark Jinks, Deputy City Manager

# The Godspeed Sail Summary

Attachment 2  
Description of Celebration  
Components for the America's  
400th Jamestown Anniversary  
Celebration

The **Godspeed Sail** serves as the inaugural event for America's 400<sup>th</sup> Anniversary. Its purpose is to engage communities in the heritage of America's 400<sup>th</sup> birthday and give them a taste of Jamestown, Virginia where in 1607 the building of our nation's rich tapestry began.

Six cities – Alexandria, Baltimore, Philadelphia, New York, Boston, Newport – have been selected for their unique roles in the building of America since the early 1600s—possessing historic, cultural and maritime heritages all their own. City Partners will be positioned as hosts of the Godspeed and participate in the land-based activities, bringing to life the cultures and stories that intersected at Jamestown.

## Timing

May – August 2006

## Proposed In-Market Schedule\*

Weekdays 11:00 am – 7:00 pm

Weekends 11:00 am – 9:00 pm

*\*Hours may be adjusted slightly on a market by market basis.*

## ***THE LANDING PARTY***

Godspeed, a newly christened re-creation of one of the three historic ships that carried the founders of America's first permanent English settlement, will serve as a floating museum of early 17<sup>th</sup> century life on our shores and seas. These experiences will be brought to life during ship tours conducted by costumed interpreters, and through dockside activities called the "Landing Party".

Festive in nature, look and tone, The Landing Party's components are designed to entertain and engage while educating visitors about the historic importance of Jamestown's settlement and its legacies—representative government, free enterprise and cultural diversity—that formed the basis of modern America and continue to shape our lives today.

Encompassed in the Landing Party are historic and cultural exhibits, interactive displays and multiple stages for performances of music, song, dance and theatrical productions—many of which were created especially for the America's 400<sup>th</sup> Anniversary Commemoration. These elements and activities planned for the Godspeed's arrival in port are detailed below and offer multiple opportunities for City Partners and local cultural groups to actively participate and showcase their own vital role in America's history and cultural development.

### ***Opening Day Festivities***

Entering through the life-sized gate of the fort, The Godspeed Sail begins with "The Arrival". Advance promotion for The Arrival will help promote all the event days.

The Arrival day of the Godspeed into each port would primarily be a media event as opposed to the following days' concentration on public attendance. All electronic and print media would be invited to a special reception. The actual arrival time will be based jointly on the Godspeed schedule and community planning and designed to maximize media opportunities. Media will be invited to tour the site and interview dignitaries and Godspeed spokespersons.

City officials and community leadership will be invited to attend along with sponsor VIPs and executives. A reception allowing meet and greet, with all in attendance will be arranged in each city. The event could also be marked with a "city proclamation" that highlights *America's 400<sup>th</sup> Anniversary Day or Week*.

Prior to the Godspeed arriving at the dock, there will be performances by selected segments of the Commemorative Productions that will add to the excitement and interest of the event.

We also invite participation from our venue's city, including local cultural entertainment, student marching bands, choirs and orchestras. This will not only add to the festive atmosphere it will also showcase the city's role in America's 400<sup>th</sup> Anniversary.

Young people will also be invited to The Arrival and hosted, as the first kids to have the experience. Other local groups will be invited for "early access" for hands-on experiences with all the interactive and participatory activities and performances. The Arrival event may also be open to city and sponsor employees and families receiving special invitations.

## LANDING PARTY COMPONENTS AND ACTIVITIES

### *The Godspeed Stage*

Each day the Godspeed stage will come to life with entertainment by America's 400<sup>th</sup> Anniversary performers plus cultural musical and dance performances from throughout the venue region.

#### *"Anniversary Voices"*

Anniversary Voices is a live musical and dance production featuring 16 talented young people who will perform a variety musical show themed around America's 400<sup>th</sup> Anniversary. This group of diverse performers, which will include dancers, singers and a live rhythm section, has been specifically created for use at many of America's 400<sup>th</sup> Anniversary Signature Events. The show will be an exciting combination of up-beat original songs, written especially for the Commemoration, along with traditional and contemporary medleys, energetic dances and colorful costumes. The length of the show can vary between 30 and 45 minutes depending on the need.

The cast, as ambassadors for America's 400<sup>th</sup> Anniversary, may be utilized in a variety of performance settings beyond the Godspeed Landing Party venues. They are also available for single or multiple performances at schools, conventions, meetings that the City Partner requests in the days immediately preceding or following the Godspeed visit (schedule permitting).

Anniversary Voices will be an excellent preview of the many elements that are part of America's 400<sup>th</sup> Anniversary as well as a stand-alone production that will excite and engage audiences of all ages.

### *The Children's Stage*

The Children's Stage will feature a live children's production and story tellers from each city and region.

#### *"Ba-baaah and the Windigo" – an Original Children's Musical*

With this production, the story of the 1607 events will be magically told from the point-of-view of a young Indian girl and the indigenous animals that were there.

Lasting approximately 30 minutes, this will be a production geared to young people K-6, involving a cast of "larger than life" walk-around-costumed characters. A pre-recorded track of original music will be the foundation for the loveable characters to sing and dance the story of the early

days in Historic Jamestowne right into the hearts and minds of young people. The show will be performed completely to dynamic playback tracks that will include music, vocals and dialogue as well as audience interaction.

This original story is a rockin', fun-packed adventure involving amazing caricatures, compelling original music and giant choreography. Following each performance, these endearing walk-around characters may come off the stage and interact with children in the audience.

### ***America's Heritage Flag***

Kids of all ages will love this crafts area where they can make their mark on America's Heritage Flag. Using their hand prints, they can design a piece of history that will take the shape of huge American flag, then travel from city to city and be displayed during America's Anniversary Weekend as a primary event backdrop in Jamestown. The creation of the flag in each city will be captured on film and included in a presentation piece during the Anniversary Weekend festivities.

### ***Sign-Up For the Voyage to the New World - Simulator***

Visitors to the Landing Party will experience the Godspeed in different ways. To maximize the understanding of the Godspeed and the conditions of their exploration in 1607, the public will be invited for a "virtual" sail. They can *Sign Up For The New World* – by entering a "motion ride" and experiencing a 3-4 minute sail with visuals, narration, music and MOTION. Each person will sit safely inside the closed capsule that will rock and sway with the visual movement of the film. The perception – actually sailing... and not only on calm seas ....

### ***The Godspeed Tour and Talking Ship***

This historical "soundscape" will create an audible environment that will precede and accompany the walk-on tours of the Godspeed. It will set up the ship's tour and will provide an auditory ambiance intended to transport the visitors back in time. Sounds of ships' bells, captain's orders, sails flapping, and water lapping will provide a bed of sounds to underscore a concise narrative of the primary story of the voyage. The brief narrative will lead the audience onto the ship, the sounds will continue as they have a chance to walk through and meet the Jamestown Interpreters in period costume. As guests wait for their tour they will be engaged in-line with demonstrations of knot tying and other interactive activities.

### ***The Jamestown Experience***

#### ***Scale Model of Jamestown Island and Fort***

In order that visitors to "The Landing Party" have an historical perspective, a scale model of Jamestown Island with the fort and other landmarks will be depicted. This scale model will be constructed with interactive buttons and lights to develop the story and impart the historical facts to the viewer. A photo area will offer participants a personalized memento of their Jamestown experience. This will be a very fun and interactive way for all visitors to get a bird's eye view of Jamestown and its history.

#### ***Scale Models of Three Ships***

Even though the actual Godspeed vessel will be a highlight of "The Landing Party", it will be visually stimulating to see all three ships. A 360-degree "cut-away" model of all three ships will add greater dimension to the whole experience. The ships can be viewed from all sides by a large number of people. These can be included in the tourism exhibit or presented as a stand-alone attraction. An interpreter will be on hand to answer additional questions not depicted in graphic form. Understanding the size and cramped quarters that over 100 explorers withstood is a window to what life was like on these historic voyages in 1607. Interactive activities will include "ship's crew duties" demonstrations and timed challenge games to keep guests living the Godspeed experience.

### *American People American Progress - Tri-Cultural Exhibits*

In the early 1600s, three cultures intersected at Jamestown—English/European, African and Native Indian. They, along with other cultures, laid the cultural cornerstones of this nation with their early contributions to music, art, literature, sports, government, business, science, and education. This experience will explore contributions from each of these cultures to America. A pathway will take visitors on a “Then and Now” journey to an experience that showcases these contributions and the people who made them. Images will be offer a fun entertaining way for young people and families to learn about the diverse mosaic that is America.

### *Anniversary Village*

A modular village area will include tents housing exhibits showcasing City partners, Virginia partners, Founding Colony Sponsors, and others. This exhibit will be filled with interactive experiences, images, sounds and tastes of Virginia giving attendees a glimpse of the tourism destinations and economic opportunities existing in a state that began America’s journey 400 years ago. Special commemorative items – which will also be offered to local retailers – will be available for consumers to buy.

18  
2-14-06

RECEIVED  
FEB 13 2006



# Historic Alexandria Foundation

Post Office Box 19252 Alexandria, Virginia 22320

(703) 549-5811

February 10, 2006

Mayor William Euille  
Room 2300  
City Hall  
301 King Street  
Alexandria, Virginia 22311

Dear Mayor Euille:

I write on behalf of the Board of the Historic Alexandria Foundation to support the original plan for the visit of the *Godspeed* to Alexandria in late May and early June of 2006. The Board, made up of citizens with a longstanding appreciation of history and historic preservation, is dedicated to the care and best use of Alexandria's historic resources. We believe that the Founders' Park location offers the best option for the visit, in terms of appropriate docking facilities, space for the shore-based programming, and access to the temporary facility by the public.

Given that the only merchandise to be sold during the visit will be Historic Jamestown souvenirs and pre-packaged Virginia foodstuffs, and that in the original transfer of the property from the Department of the Interior to the City, one of the uses for the property is public educational events, this educational celebration is certainly appropriate for the space. Since the event, which will occur primarily during daylight hours, is directed towards children and families, we suspect that damage to the Park will be minimal. Given the bond posted by the sponsors of the event and the plans to repair any damage, we believe that any problems will be rectified in short order.

The visit of the *Godspeed* will focus positive attention on our city from a national and international audience and the visitors will contribute substantially to our economy. We feel that alternatives, which shorten the visit and diffuse the visitors' experience, will limit the positive impact of the visit and we urge that Council support the original vision.

Thank you for your consideration of our position.

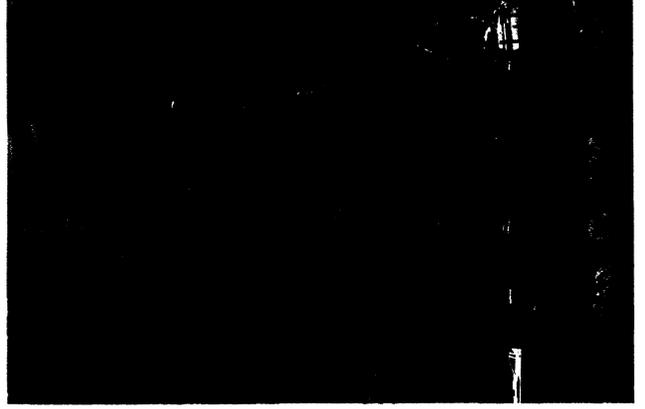
Sincerely,

*Morgan D. Delaney*  
Morgan D. Delaney  
President

18  
2-14-06

**PROPOSED  
America's 400<sup>th</sup> Anniversary  
Jamestown Event**

**FEBRUARY 14, 2006  
CITY COUNCIL BRIEFING**



**February 6, 2006**

**Public Information Meeting**



- 90+ attendees
- Four (4) options given
- Eleven (11) Group discussions:



**Advantages/disadvantages discussed**

- Preferred option of each group
- Three (3) groups did not indicate a preferred option.

# OPTIONS

**#1 :  
Founders  
Park**



**#2 : Founders-  
Prince**



**#3 :  
Founders/Marina/  
King/Waterfront**



**# 4: Marina-  
Waterfront**



# OPTION 1: FOUNDERS



## ADVANTAGES:

- One Place, Unified
- Security Enhanced
- Better Pedestrian Access
- Integrity

## DISADVANTAGES:

- Park Damage
- City Rule
- # of Visitors
- Space Limitations
- Isolated
- Drainage Issues
- Too Many Objections
- Neighborhd Impacts
- Bus Drop-Off

# OPTION 2: FOUNDERS TO PRINCE



## ADVANTAGES:

- Spread Out
- Proximity to Retail
- Pedestrian Access
- Less  
Neighborhood  
Impacts
- Torpedo Factory

## DISADVANTAGES:

- Security
- Spread Out
- Bus Drop-Off
- Loading
- Street Closings
- Restrooms
- Traffic Disruption
- Usage Conflicts

# **OPTION 3: FOUNDERS/ MARINA/ LOWER KING ST/ WATERFRONT**



## **ADVANTAGES:**

- Spread Out Over  
Wider Area
- Best Alex Experience
- No Street Closings
- Bus Drop-Off
- Less Impact to  
Founders area
- Promotes Tourism
- Near King St.

## **DISADVANTAGES:**

- Marina, Crowds
- Security
- Pier Space
- Pedestrian/Bus  
Traffic
- Spread Out
- Business Impacts
- Loading

# **OPTION 4: MARINA/WATERFRONT**



## **ADVANTAGES:**

- Accommodates more people
- Less Neighborhood Impacts
- Bigger Exhibits

## **DISADVANTAGES:**

- Security
- Space Limitations
- Accessibility
- Too far from Boat

# Other Comments

- Road closures
- Oronoco Bay Park
- Elevate structures on grass
- Focus pedestrian activity on gravel/hard surfaces
- Market Square usage
- Drop off areas at Waterfront;
- Bus parking Robinson terminal
- Reduce length of event- but keep  
Godspeed open





# PREFERRED OPTIONS

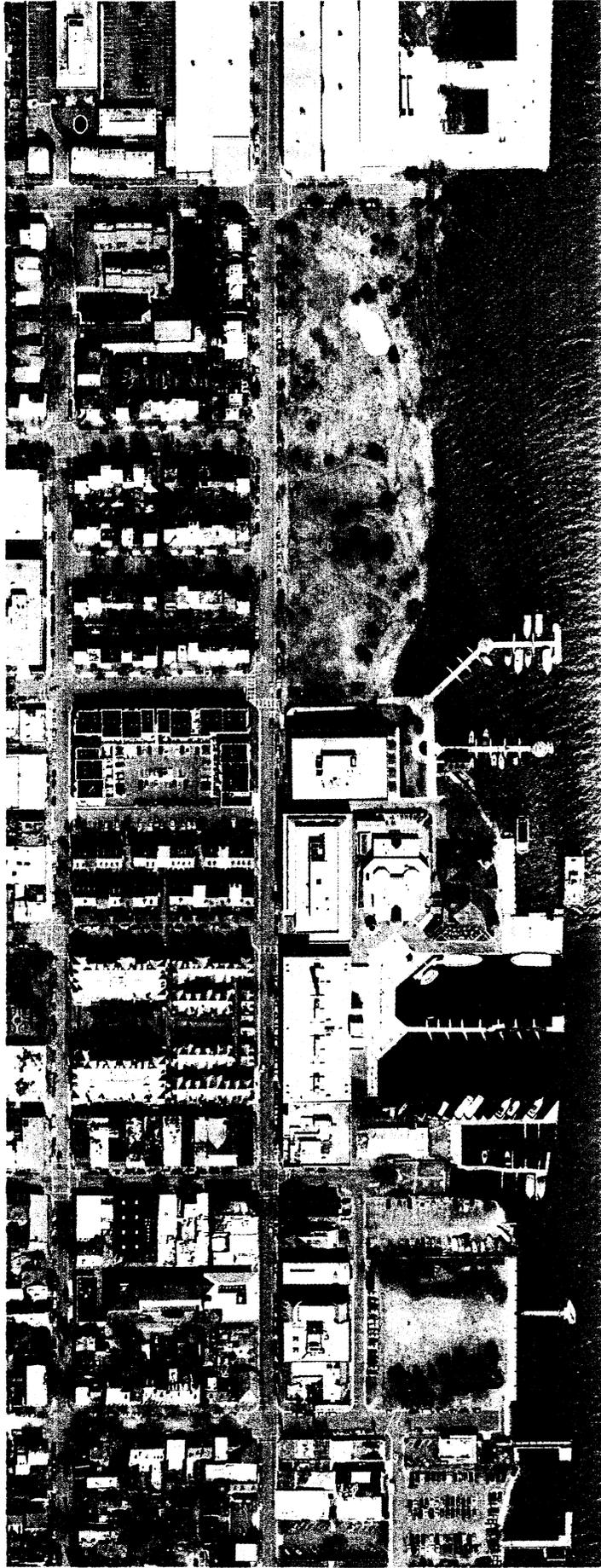
	PREFERRED OPTION OF EACH GROUP	SPLIT DECISION OF EACH GROUP
OPTION 1: Founders	X	XXX
OPTION 2: Founders – Prince	X	
OPTION 3: Founders-Marina- King-Waterfront	X	XXX
OPTION 4: Marina-Waterfront	X	
OTHER: Windmill Hill/Harborside		XX



# PREFERRED OPTIONS

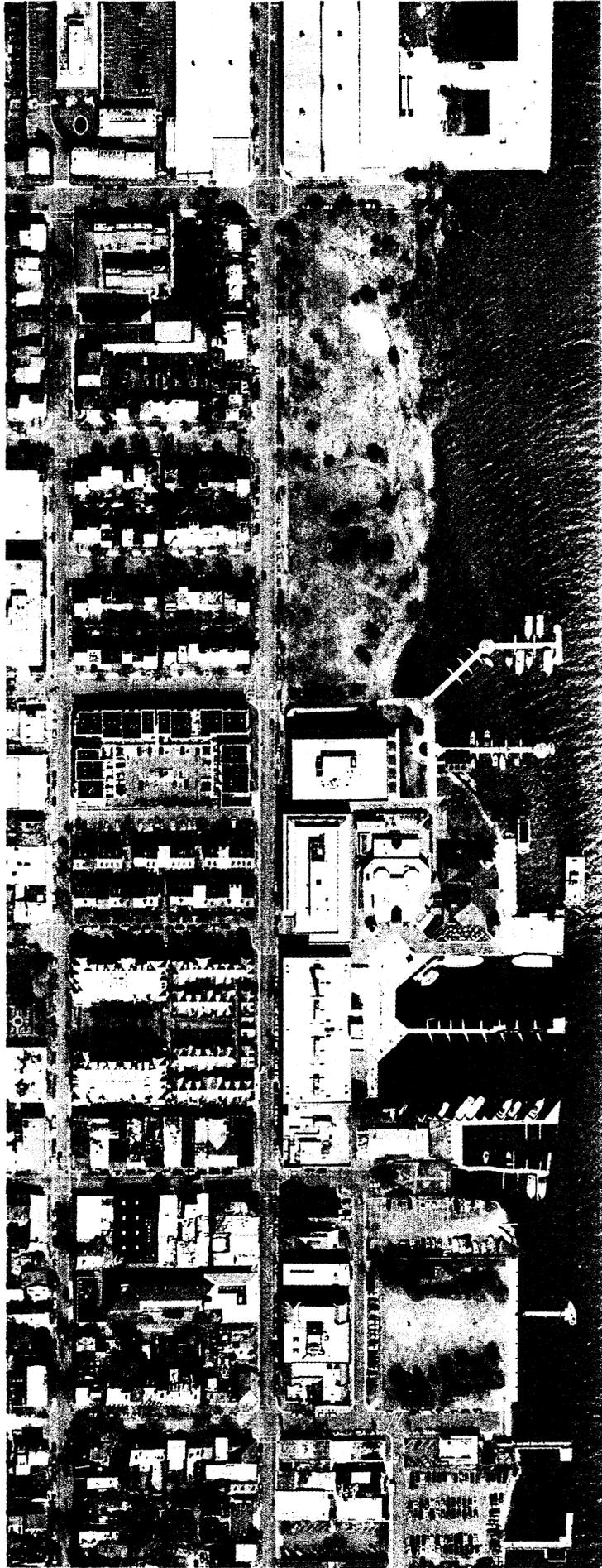
	PREFERRED OPTION OF EACH GROUP	SPLIT DECISION OF EACH GROUP
OPTION 1: Founders	X	XXX
OPTION 2: Founders – Prince	X	
OPTION 3: Founders-Marina- King-Waterfront	X	XXX
OPTION 4: Marina-Waterfront	X	
OTHER: Windmill Hill/Harborside		XX

# Area of consideration





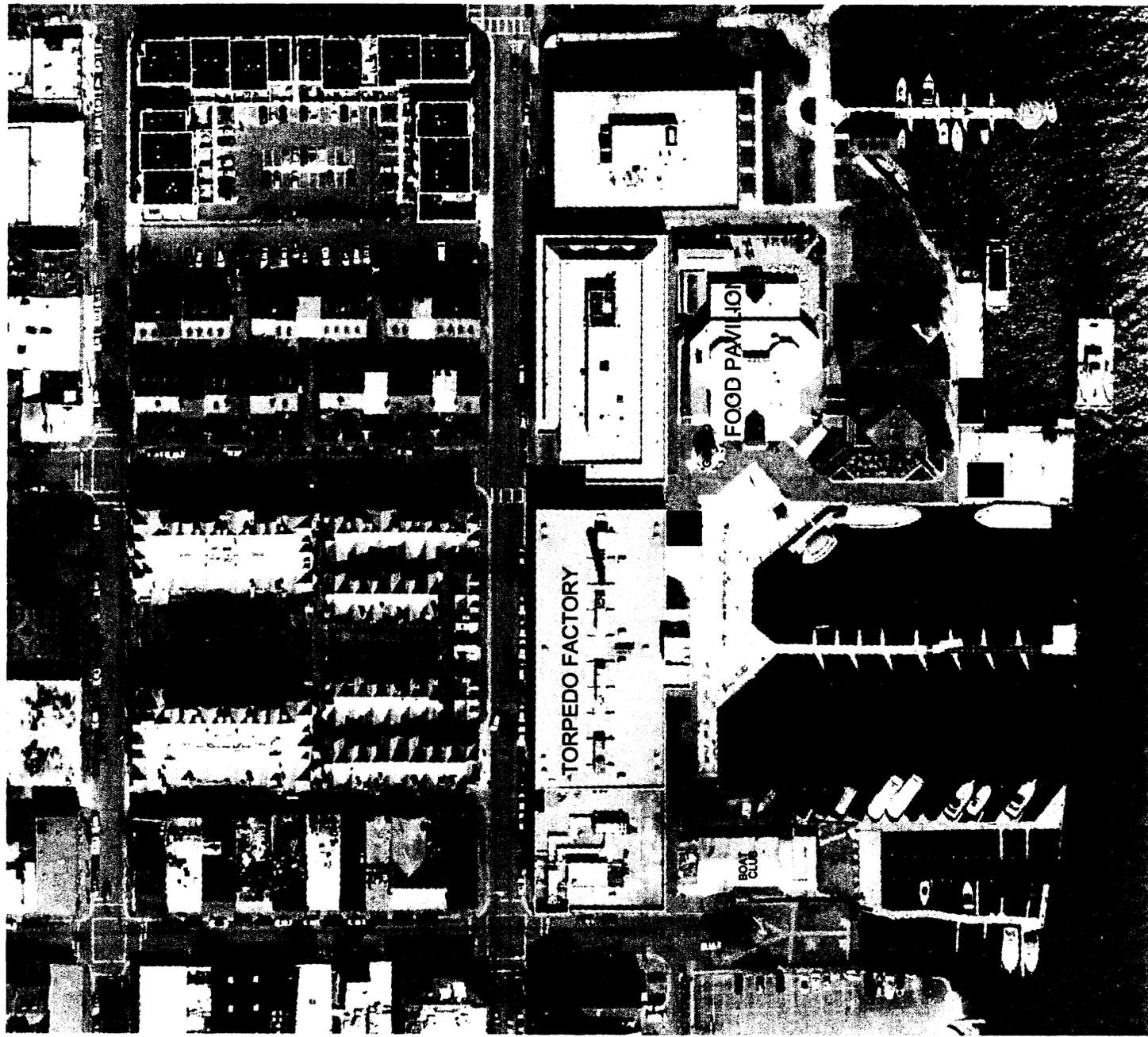
Option 2:



**Option 2:  
Founders Park**



**Option 2:  
City Marina**



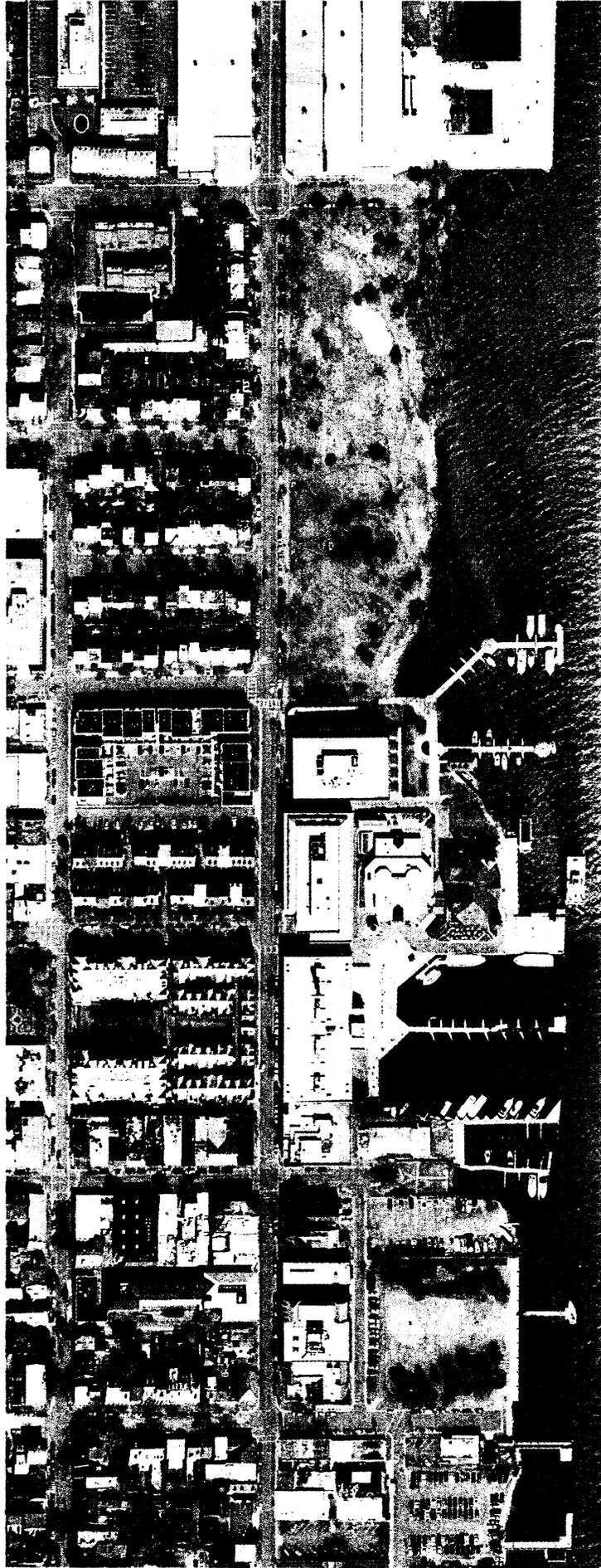
**Option 2:  
Waterfront Park**



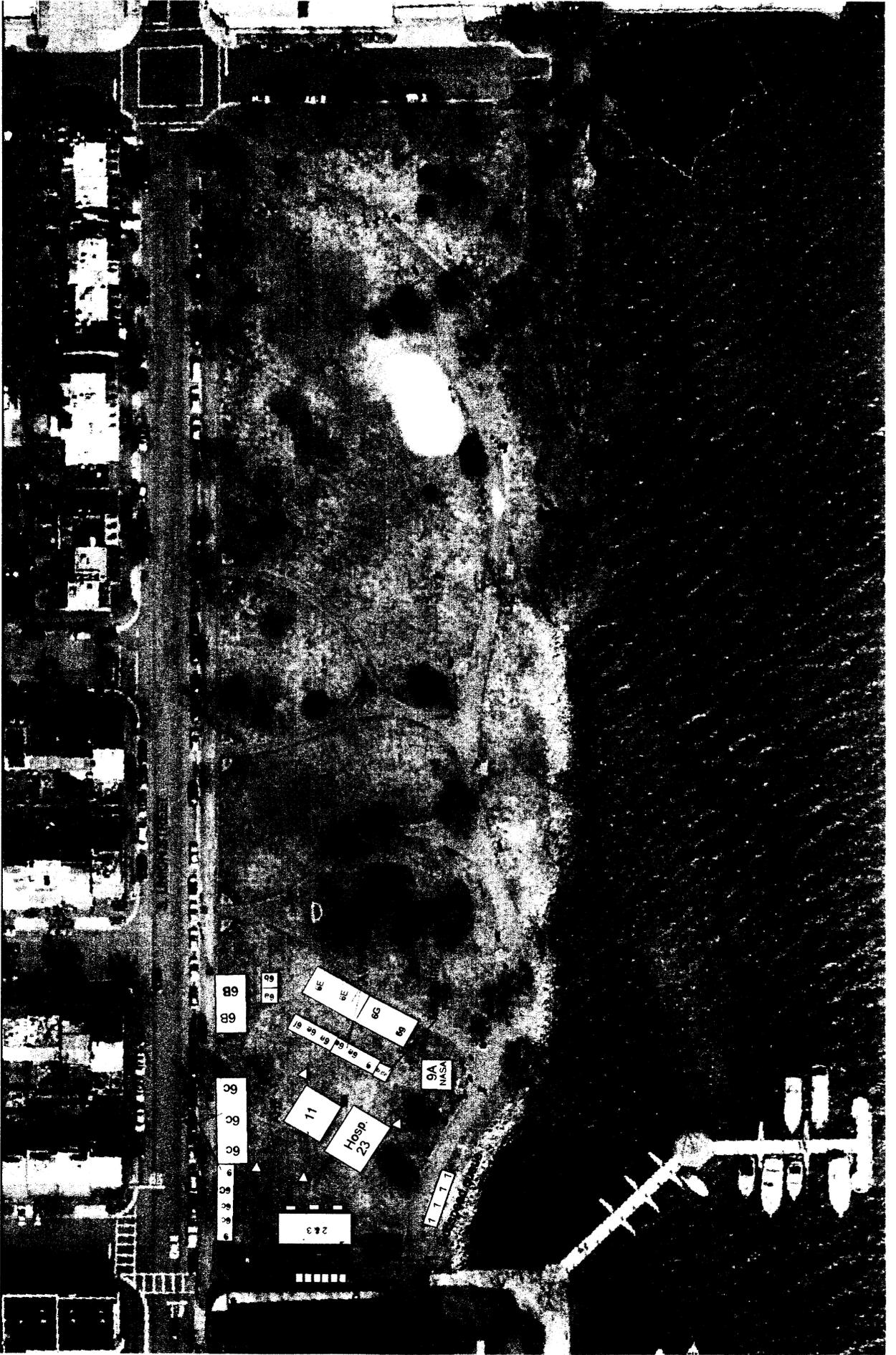
**Option 4:  
City Marina/  
Waterfront  
Park**



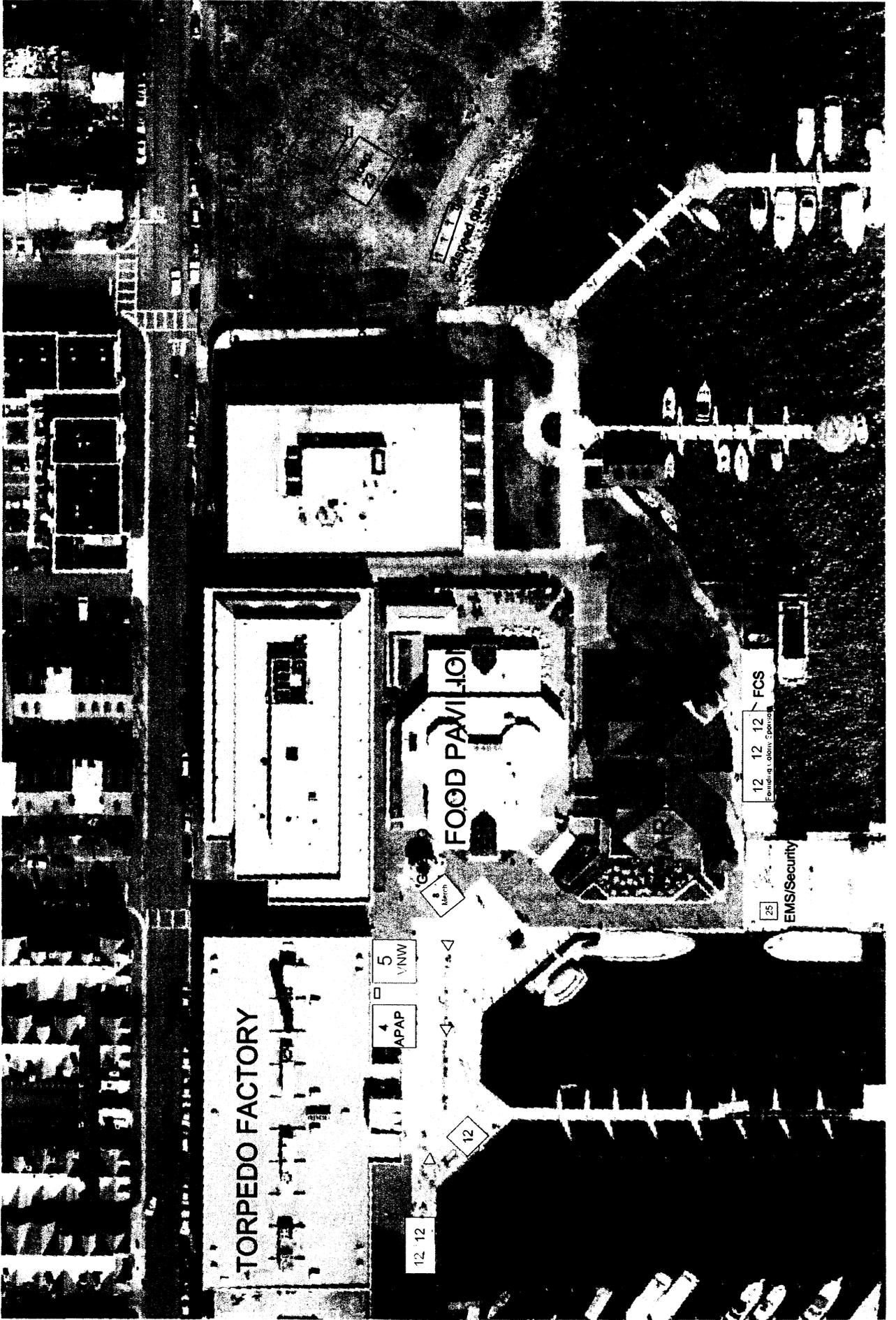
**Option 3:**



# Option 3: Southern end of Founders Park



# Option 3: City Marina



# Option 3: King St. Park/Lower King/Waterfront Park



# 12-day Schedule



SUN	MON	TUES	WED	THU	FRI	SAT
21	22	23	24	25 SET UP	26 SETUP	
4 GODSPEED DEPARTS  Takedown p.m.	5 TAKEDOWN	6	7	8	9	10



# 10-day Schedule

SUN	MON	TUES	WED	THU	FRI	SAT
21	22	23	24	25	26	27 SETUP
28 SETUP GODSPEED ARRIVAL						
4 TAKEDOWN GODSPEED DEPARTS	5 TAKEDOWN	6	7	8	9	10

# Revised 10-day Schedule



SUN	MON	TUES	WED	THU	FRI	SAT
21	22	23	24	25 SETUP	26 SETUP	
					2 TAKEDOWN	3 TAKEDOWN
4	5	6	7	8	9	10
GODSPEED DEPARTS						

# STAFF

## RECOMMENDATIONS

- Approve one time exception to Events Policy:  
Event to last 6 days, with 4 days for set  
up/takedown(10 days total)
- Approve Option 3:  
Southern end of Founders Park, City Marina,  
King St. Park, Lower King, and Waterfront Park
- Authorize City Manager to develop, execute  
and sign a Memorandum of Understanding with  
Jamestown 2007
- Form Citizens Advisory Committee

