



City of New Bern

Public Works Department

P.O. Box 1129

New Bern, NC

28563-1129


Three Centuries of North Carolina Heritage

PHONE (252) 639-7501
Fax (252) 636-1848

Mark A. Stephens, P.E., Director

January 18, 2012

Memo to: Mayor and Board of Aldermen

From:  Mark A. Stephens, PE, Director of Public Works

Re: Approval of Street Closing for Annual Shrine Parade

Background Information:

At the request of Sharon Evans, Office Manager, of Sudan Shriners, and on behalf of their Potentate-Elect, Noble Steve Norris and his Divan, the following streets have been requested to be closed to traffic for Annual Shrine Parade from 6:30 AM to 1:30 PM Saturday, January 28, 2012, for line-up of parade: 700-300 blocks of George Street, 400 block of Broad Street, 300 & 200 blocks of Middle Street and 300 & 200 blocks of South Front Street.

In addition, we are requesting to close the south side (east bound lane) of Broad to parking from 12:00 AM Saturday, January 28, 2012, until parades ends.

Recommendation:

The Public Works Department recommends approval and requests the Board adopt a Resolution approving the temporary closing of the streets for the Annual Shrine Parade. Broad Street is still maintained and owned by NCDOT and upon your approval; NCDOT would be required to agree to this closing. As always, once they have a complete number of entries established, there may be a possibility of paring down the closed sections.

If you have any questions concerning this matter, please call.

MAS/skb

Encls

xc: Bobby Aster, Fire Chief
Toussaint Summers, Jr., Police Chief
Harold Best, Public Works Superintendent

RESOLUTION

THAT WHEREAS, the Public Works Director of the City of New Bern recommends the following streets be closed from 6:30 AM to 1:30 PM Saturday, January 28, 2012, for line-up of the Annual Shrine Parade: 700-300 blocks of George Street, 400 block of Broad Street, 300 & 200 blocks of Middle Street and 300 & 200 blocks of South Front Street. In addition, we are recommending the south side (east bound lane) of Broad Street be closed to parking from 12:00 AM Saturday, January 28, 2012, until parades ends, and;

WHEREAS, the Board of Aldermen of the City of New Bern desires to approve said request.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF NEW BERN:

That the Annual Shrine Parade shall take place on Saturday, January 28, 2012, and that 700-300 blocks of George Street, 400 block of Broad Street, 300 & 200 blocks of Middle Street and 300 & 200 blocks of South Front Street, be closed to traffic from 6:30 AM to 1:30 PM Saturday, January 28, 2012.

ADOPTED THIS 24th DAY OF JANUARY, 2012.

MAYOR

CITY CLERK

FOUNDED



1710

Mark A. Stephens, P.E., Director

City of New Bern

Public Works Department

P.O. Box 1129

New Bern, NC

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Three Centuries of North Carolina Heritage

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Fax (252)636-1848

January 18, 2012

N.C. Department of Transportation
Attn: Mr. Neil Lassiter, Division Engineer
P.O. Box 1587
Greenville, N.C. 27835

Dear Mr. Lassiter:

At the request of Sharon Evans, Office Manager, of Sudan Shriners, and on behalf of their Potentate-Elect, Noble Steve Norris and his Divan, the following streets have been requested to be closed to traffic for Annual Shrine Parade from 6:30 AM to 1:30 PM Saturday, January 28, 2012, for line-up of parade: 700-300 blocks of George Street, 400 block of Broad Street, 300 & 200 blocks of Middle Street and 300 & 200 blocks of South Front Street.

In addition, we are requesting to close the south side (east bound lane) of Broad to parking from 12:00 AM Saturday, January 28, 2012, until parades ends.

As always, once they have a complete number of entries established, there may be a possibility of paring down the closed sections. Thank you for your assistance in this closing.

Sincerely,

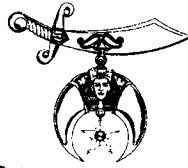
A handwritten signature in black ink, appearing to read 'MAS'.

Mark A. Stephens, PE
Director of Public Works

MAS/skb

Striving for Excellence

SUDAN



SHRINERS

403 EAST FRONT ST.

NEW BERN, NC 28560

PHONE (252) 637-5197 ~ TOLL FREE (800) 697-5197 ~ FAX (252) 637-9935

January 5, 2012

Mark Stephens, Director of Public Works
City of New Bern
P. O. Box 1129
New Bern, NC 28563

Dear Mr. Stephens:

As you know, our annual **Winter Ceremonial** is fast approaching (January 27 - 28) and on behalf of our Potentate-Elect, Noble Steve Norris and his Divan, we would like to respectfully request your permission and authorization to officially close and block off part of Broad and Middle Street from 6:30 AM to 1:30 PM, Saturday, January 28th for our Annual Shrine Parade. The parade starts at Kafer Park and Police Department. The route will follow along George Street to Broad Street, onto Middle Street and disband on S. Front Street near BB&T and the Hilton. Enclosed is our Schedule of Events.

We are very appreciative to you and the City of New Bern in past years for your cooperation in assisting our efforts regarding this annual event. The success of our overall Convention is due in large part to your support and participation. Thank you in advance for your consideration, as we look forward to hearing from you at your earliest convenience. Best wishes to you and yours for a safe and prosperous year ahead.

With kindest personal regards, I am

Sincerely,

A handwritten signature in black ink that reads "Sharon A. Evans". The signature is written in a cursive, flowing style.

Sharon A. Evans
Office Manager

Enclosures

cc: Steve Norris, Potentate-Elect 2011
Frank Long, Temple Director



**SUDAN SHRINERS
WINTER CEREMONIAL**
New Bern, North Carolina
January 27 – 28, 2012
SCHEDULE OF EVENTS



Friday ~ January 27, 2012

8:30 am ~ 9:30 am	Past Potentates Cabiri Breakfast / Meeting (<i>Hilton ~ Library</i>)
10:30 am ~ 12 noon	Widows Fund Meeting / Lunch (<i>Hilton ~ Morgan Room</i>)
9:30 am	Board of Directors Meeting (<i>Shrine temple ~ Board Room</i>)
11:00 am ~ 3:00 pm	Open for shopping and sight-seeing
3:00 pm ~ 5:00 pm	Sudan Hospitality Room (<i>Hilton</i>)
7:30 pm ~ 9:00 pm	Memorial Service, Hospital Patients Introductions, Awards & Check Presentations & Potentate's Remarks <i>Break for Room Set Up</i>
9:00 pm ~ 12:00 am	Ceremonial Dance – “Billy Holton and The Soul Shakers” (<i>Shrine Auditorium</i>)

BYOB (Set ups & Beer available in Concession Stand)

*Admission by 2012 Shrine or Blue Lodge Dues Card
(Coat / Tie & Fez Requested)*

Saturday ~ January 28, 2012

7:30 am	Registration of Candidates – Fez Sizing, Medical Review, Widows Fund Presentation & New Candidate Orientation (<i>Shrine temple</i>)
8:00 am	Annual Stated Business Meeting (<i>Shrine Auditorium</i>) (<i>Officer Elections & Budget Approval</i>) Sudan Shrine Temple Holding Corporation & Widows Fund Annual Meetings
9:00 am	Ladies' Breakfast & Entertainment (<i>New Bern Convention Center ~ 203 S. Front St.</i>) (<i>All Ladies & Candidates Wives Invited</i>)
10:00 am	First Section – Shrine Degree by Ceremonial Cast (<i>Shrine Auditorium</i>)
11:00 am	Parade Formation at Kafer Park (<i>George Street</i>)
12:00 noon	Parade Steps Off – (<i>George St. ~ Broad St. ~ Middle St. ~ Disbands on South Front St. at BB&T & Hilton</i>)
1:00 pm	Moslem Feast - Chef Crew Unit - (<i>Riverfront Convention Center</i>)
2:30 pm ~ 4:00 pm	Second Section – Initiation by Wrecking Crew - (<i>Riverfront Convention Center</i>)
3:00 pm ~ 5:00 pm	Sudan Hospitality Room - (<i>Hilton</i>)
7:30 pm ~ 8:30 pm	Fez & Rose Presentation / New Nobles & their Ladies Grand March (Distinguished Guests, Divan, Trustees, & Past Potentates) Installation of Potentate (<i>Shrine Auditorium</i>)
8:30 pm ~ 12:00	Potentate's Ball “Big Sam” (<i>Shrine Auditorium</i>)

Nobles / Ladies & Invited Guests Only

Fezzes Requested All Weekend

Nobles Coat / Tie & Fez Requested / Formal Attire for Officers
Ladies ~ Dress or Pantsuit

To: Capt. Reed 1-4-12

APPLICATION
FOR PERMIT
PARADE, PICKET OR DEMONSTRATION

Application is hereby made for a permit to parade, picket or demonstrate as provided in the Ordinance of the City of New Bern entitled "An Ordinance Regulating Parades, Picket Lines and Group Demonstrations in the City of New Bern", and other applicable sections of law.

Name of Event: "Sudan Shriners Annual Winter Ceremonial Shrine Parade"

01. The purpose for which the application is to parade, picket, demonstrate (strike out words not applicable) and the reason for such activity is as follows:

02. The time requested for such activity is as follows:

From: 10:00 AM To: 2:00 PM on the

28th day of January, 2012

03. The place of such activity shall be at Line up/staging along George Street, near Kafer Park and New Bern Police Department. The actual route will follow along George Street on to Broad Street on to Middle Street, on to South Front Street near BB&T and the Hilton. If possible, can the section of Broad St. be blocked off to give our cars more area?

Map should be attached if available.

04. The approximate number of people engaging in such activity is 500 but the number will not exceed 700 people.

05. State whether or not minors below the age of 16 will participate in the activity (**may** or may not) _____
If so, state the approximate number of minors 3 children on a float

06. The person or persons in actual charge of such activity will be: Frank Long.

07. The principal objective of the activity:
(describe in detail) To showcase the charitable and fraternal attributes of the Shrine organization, promoting positive exposure and public relations, fostering fellowship among the membership and extending goodwill to the viewing spectators and citizens of New Bern.

*1-4-12 Traffic [?] of [?] unprocessed with
arranged [?]*

08. If the activity will include the use any floats, vehicles, placards, loudspeakers or mechanical devices of any type; explain in full detail their use, purpose and number:

Children's Float, Mini cars, floats, motorcycles, Sudan Marching Band and motorized units.

09. Check points: None

10. Remarks: None

This application is hereby made by the undersigned as a representative of the group involved in the activity described as is filed or petitioned for issuance of a permit from the Chief of Police under the applicable ordinances of the City of New Bern.

This 4th day of January, 2012

Name: Sharon A. Evans, Office Manager

sevans@sudanshriners.com

Organization: Sudan Shriners

Address: 403 East Front St.

New Bern, NC 28560

Telephone #: 252-637-5197

NOTE:

Please return this form, a copy of your Drivers License and any available maps **at least 1 week prior** to the event to the following address:

New Bern Police Department
Post Office Box 1129
New Bern, North Carolina 28563
TEL: (252) 672-4190



NEW BERN POLICE
DEPARTMENT
P.O. BOX 1129
NEW BERN, N.C. 28563
(252) 672-4100

City of New Bern

FOUNDED 1710

New Bern, North Carolina

Three Centuries of North Carolina Heritage



FRANK PALOMBO
CHIEF OF POLICE
(252) 672-4190

PERMIT

Permit is hereby granted under the provisions of the Ordinance entitled "An Ordinance Regulating Parades, Picket Lines and Demonstrations in the City of New Bern", and other applicable law to conduct or engage in a

"SUDAN SHRINERS ANNUAL WINTER CEREMONIAL SHRINE PARADE"

Saturday, January 28, 2012

10:00 AM - 2:00 PM

This permit is issued subject to the above activity being performed in a lawful manner in compliance with all provisions of all ordinances of the City of New Bern and the laws of the State of North Carolina, and is further limited to the further provisions of this permit.

SPECIAL PROVISIONS

1. The activity may be performed from 10:00 AM to 2:00 PM on the date stated above. If the activity is to progress through the area designated, it shall be between above times.
2. The activity may be performed within the City of New Bern in this area: Line up/staging along George Street (near Kafer Park and the Police Department). The actual route will follow along George Street, onto Broad Street, on to Middle Street, then on to South Front, near BB&T and the Hilton.
3. Minors below the age of 18 years may participate in such activity and the number of such minors is limited to: 3 (children on a float).
4. That the approximate number of persons to be engaged in such activity is 500 persons, but shall not exceed 700.
5. That the person(s) in charge of such activity are Frank Long and the permit will be kept at the site of the activity at all times and in the custody of the aforementioned person(s).

6. That the purpose of such activity is limited to:
To showcase the charitable and fraternal attributes of the Shrine organization, promoting positive exposure and public relations, fostering fellowship amongst the membership and extending goodwill to the viewing spectators and citizens of New Bern.
7. That use of vehicles, floats, placards, loudspeakers or other mechanical devices in such activity is limited to the following:
Children's Float, Mini-cars, floats, motorcycles, Sudan Marching Band, and motorized units.
8. That the conduct of such activity shall be at all times under the supervision and control of the Police Department as provided in the ordinances of the City of New Bern.
9. Checkpoints: None
10. Remarks: Six (6) Traffic Unit Officers will be utilized with assistance from outside agencies, per Captain Denise Harris-Powell.

Issued this 10th day of January, 2012

Toussaint E. Summers, Jr., Chief of Police
New Bern Police Department

Permit requested by:

Sharon Evans
Office Manager
Sudan Shriners
403 E. Front Street
New Bern, North Carolina 28560
(252) 637-5197

cc: Captain Denise Harris-Powell
Lieutenant Ryland Matthews
Lieutenant Ronnie Lovick
Sergeant Alan Wayman
Communications Center
ISU

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09. Check points: None

10. Remarks: None

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