

# 2017 WYOMING MAY FETE

## Timeline

05/19/17

### I. General Event Dates & Times:

- A. May Fete: 5/9/17, 11:00 AM to 10:00 PM
  - 1. PeeWeeVille closes @ 5:00 PM
  - 2. Coronation: 7:00-8:00 PM
- B. Wheel-a-Thon: Saturday, ~~4/25/15, 12:00-3:00~~ Rain Date: 5/6/17, 12:00-3:00
- C. CANCELED DUE TO WEATHER Bogey Round-up: 5/5/17, 12:00 PM

### II. Week-of-Event Timeline:

- A. SUNDAY, 5/14/17:
  - 1. Triple Treat rides begin to arrive to temporary staging.
- B. MONDAY, 5/15/17:
  - 1. *Grove Street – South of FD* “No Parking” signs posted by City for 48 hour notice.
    - a) To be prohibited from 6:00 AM Wed. 5/17/17 - 12:00 PM Sat. 5/20/17.
  - 2. *Grove Parking Lot @ FAC* “No Parking” signs posted by City for 48 hour notice.
    - a) To be prohibited from 6:00 AM Wed. 5/17/17 - 12:00 PM Sat. 5/20/17.
  - 3. *Grove Parking Lot @ Village Green* “No Parking” signs posted by City for 48 hour notice.
    - a) To be prohibited from 6:00 AM Wed. 5/17/17 - 12:00 PM Sat. 5/20/17.
- C. TUESDAY, 5/16/15:
  - 1. *Oak Parking Lot @ 500 Wyoming* “No Parking” signs posted by City for 48 hour notice.
    - a) To be prohibited from 6:00 AM Thurs. 5/18/17 - 11:59 PM Fri. 5/19/17.
  - 2. *Oak Avenue* street “No Parking” signs posted by City for 48 hour notice.
    - a) To be prohibited from 6:00 AM Thurs. 5/18/17 - 12:00 PM Sat. 5/18/17
  - 3. Wyoming Farmers’ Market: Coordinate Tripple Treat staging with market.
    - a) Rides set-up to wait until Wednesday to start.

D. WEDNESDAY 5/17/17:

1. *Wyoming Avenue* “No Parking” signs posted by City for 48 hour notice.
  - a) To be prohibited from 6:00 AM Fri. 5/19/17 - 11:59 PM Fri. 5/19/17.
2. *Grove Street – North of FD* “No Parking” signs posted by City for 48 hour notice.
  - a) To be prohibited from 6:00 AM Fri. 5/19/17 - 11:59 PM Fri. 5/20/17.
3. *Wentworth Avenue* “No Parking” signs posted by City for 48 hour notice.
  - a) To be prohibited from 6:00 AM Fri. 5/19/17 - 11:59 PM Fri. 5/19/17.
4. *Wilmuth Avenue* “No Parking” signs posted by City for 48 hour notice.
  - a) To be prohibited from 6:00 AM Fri. 5/19/17 - 11:59 PM Fri. 5/19/17.
5. *Grove Street – South of FD* closed for rides set-up from 3:00 PM to 12:00 PM Saturday.
6. *Grove Parking Lot @ FAC* closed from 3:00 PM to 12:00 PM Saturday.
7. *Grove Parking Lot @ Village Green* closed from 3:00 PM to 12:00 PM Saturday for rides setup.
8. WPD clears out or prepares areas to be used for temporary “swing space” storage.
9. *Wyoming Avenue at Terry’s* “No Parking” signs posted by City for 24 hour notice for pre-school pick-up and drop off only.
  - a) To be prohibited from 6:00 AM Fri. 5/19/17 - 6:00 PM Fri. 5/19/17.
10. *Crescent Avenue at Terry’s* “No Parking” signs posted by City for 24 hour notice for pre-school pick-up and drop off only.
  - a) To be prohibited from 6:00 AM Fri. 5/19/17 - 6:00 PM Fri. 5/19/17.
11. *Poplar Avenue at Terry’s* “No Parking” signs posted by City for 24 hour notice for pre-school pick-up and drop off only.
  - a) To be prohibited from 6:00 AM Fri. 5/19/17 - 6:00 PM Fri. 5/19/17.
12. Code Red message issued to community by Police Department.
13. Rumpke 30yd container dropped off in AM on Oak Avenue in front of police station.
14. Triple Treat to set up rides in Village Green in AM

E. THURSDAY, 5/18/17:

1. *Oak Avenue* closed for rides set-up from 6:00 AM to 12:00 PM Saturday.
  - a) Oak closed at Wirtz Way.
2. *Oak Parking Lot @ 500 Wyoming* closed from 6:00 AM 5/18/17 to 11:59 PM 5/19/17.
3. WPD clears out or prepares training room to be used for Treasury.
4. WPD "Swing Space" occupied by May Fete from Thurs. 9:00 AM - 12:00 AM Sat.
5. Drinks delivered to Middle School and loaded into U-Haul.
6. Academy delivers and sets up tent in AM.
  - a) WFD to assist with filling water barrels – targeting 11:00 AM.
  - b) Need County tent inspection passed before Friday.
7. LaRosa's trailer delivered in AM.
8. Rumpke Port-o-Lets dropped off and set up in AM.
  - a) 2 units set up at Oak Parking Lot @ 500 Wyoming
  - b) 2 units set up at Grove Parking Lot @ FAC
  - c) 2 units set up at east end of Wyoming Ave. Units to be placed on the sidewalk in front of the grass yard area east of 508 Wyoming Ave.
9. May Fete closet at Oak St. emptied and moved to "Swing Space" at 9:00 AM.
10. Sound system preliminary set-up to starts.
11. St. Rita's drops off games and equipment in afternoon – goes to "Swing Space".

F. FRIDAY - SETUP, 5/19/17:

1. *Wyoming Avenue* closed between Crescent and Grove from 6:00 AM to 11:59 PM.
2. *Grove Street – North of FD* closed to parking from 6:00 AM to 11:59 PM.
3. *Wentworth Avenue* closed to parking from 6:00 AM to 11:59 PM.
4. *Wilmuth Avenue* closed to parking from 6:00 AM to 11:59 PM.
5. *Wyoming Avenue at Terry's* closed to parking for pre-school pick-up and drop off only from 6:00 AM to 6:00 PM.
6. *Crescent Avenue at Terry's* closed to parking for pre-school pick-up and drop off only from 6:00 AM to 6:00 PM.
7. *Poplar Avenue at Terry's* closed to parking for pre-school pick-up and drop off only from 6:00 AM to 6:00 PM.

8. *Crescent Parking Lot behind bakery plaza* to have “No May Fete Parking – Business Parking Only” signs posted by May Fete.
9. *Crescent Parking Lot behind Gabby’s plaza* to have “No May Fete Parking – Business Parking Only” signs posted by May Fete.
10. *Crescent Parking Lot owned by Gabby’s* to have “No May Fete Parking – Business Parking Only” signs posted by May Fete.
11. *Grove Parking Lot behind florist* to have “No May Fete Parking – Business Parking Only” signs posted by Mat Fete.
12. *Van Roberts Parking Lot behind 500 Wyoming* to have “No May Fete Parking – Business Parking Only” signs posted by May Fete.
13. City golf cart made available.
14. Academy delivers and sets up booths starting at 7:00 AM.
15. Ace Toys to drop-off games from 8:00-9:00 AM.
16. Treasury set up in WPD training room starting at 9:00 AM.
17. PeeWeeVille sets up in FAC starting at 9:00 AM.
18. All booths set up starting no later than 9:00 AM.
19. 2-Litre drinks unloaded from U-Haul to Ring Toss at 9:30 AM.
20. Ice delivery made no later than 10:00 AM.
21. Greater’s cart and ice cream dropped off. Ice cream stock loaded into freezer.
22. County Board of Health food-booth inspections are to be done in AM.
23. County Board of Health – mandatory Inspector’s Huddle with all Food Booth chairs at 10:00 AM.

G. FRIDAY – TEAR-DOWN, 5/19/17:

1. All booths tear down done by 11:00 PM.
2. St. Rita’s games and equipment moved to WPD temporary “swing space” storage.
3. Greater’s cart moved to “swing space” until Sunday’s Art Show.
4. Unsold Drinks stock moved via U-Haul to After School Care office (BOE).

5. Clean-up of *Wyoming Ave* and all trash bins.
    - a) City sanitation to bring trash truck to Wyoming Avenue at 11:00 PM.
  6. City sanitation to run street sweeper down Wyoming Avenue at 11:45 PM.
  7. Academy removes all items by 11:59 PM.
  8. *Wyoming Ave* reopens by 11:59 PM.
- H. SATURDAY, 5/16/15:
1. Boy Scouts clean up Village Green and other areas starting at 9:00 AM..
  2. All “No Parking” signs removed from streets and lots by Boy Scouts.
  3. Triple Treat moves rides off site by 12:00 PM.
  4. LaRosa’s Trailer removed by end of day.
  5. *Grove Street* re-opens by 12:00 PM.
  6. *Oak Street* re-opens by 12:00 PM.
- I. SUNDAY, 5/17/15:
1. Greater’s cart picked up in AM for use at Art Show.
  2. Rumpke container picked up by end of day, or as otherwise scheduled.
  3. Rumpke Port-o-Lets picked up by end of day.
- J. MONDAY, 5/18/15:
1. St. Rita’s picks up games and equipment from WPD temporary “swing space” storage.
- K. WEEK of 5/22/17:
1. Unsold Drinks stock retrieved by Coke from After School Care office (BOE).