

NORTHLAND FESTIVALS SAFETY AND EMERGENCY PLAN

Updated 10-1-2026

1. PURPOSE: Preplanning is essential for successfully minimizing any adverse effects of an emergency or disaster. Having a safety plan and following it should mitigate most situations, but not always. Emergencies and disasters can take many forms, including physical perils, accidents, or deliberate acts of terrorism or sabotage. The following safety action and recovery plans have been designed to overview the key elements that should be followed to help reduce the impact of an emergency or disaster.

2. SAFETY: Our goal at Northland Festivals is to have safe and fun events. Listed below are the rules for the various parade entrants. **Safety is our first priority and it should be yours, too.** We reserve the right to disallow, at Northland Festivals sole determination, any float or entry for safety reasons.

- A. Pursuant to the Ordinances of North Kansas City, no alcohol is allowed and will not be tolerated. Consumption of alcoholic beverages at any time while participating in the parade will be cause for immediate entry removal, disqualification from awards competition and automatic exclusion from entry into the following year's event(s).
- B. **Throwing and/or distributing items of any kind from floats is strictly prohibited.** Entries may distribute candy and other give-a-ways HAND-TO- HAND by walking along the parade route next to spectators.
- C. No one may step on or off a vehicle or any motorized entry until it is at a complete stop. Once the parade has started, no entry or exit from an entry is permitted, except in the case of an emergency.
- D. Parade Marshals are posted along the parade route. They will enforce rules and keep spacing between units consistently. Parade Marshals hold the right to disqualify any entry from judging or returning based on participant behavior.
- E. A minimum of 5-pound fire extinguisher must be on all floats.
- F. No Sirens are allowed within 100 yards of any microphones, which are in use at the corner of Armour and Swift and at the Emcee Grandstand.
- G. The green line painted on the pavement along the parade route and metal barriers are provided for spectator safety. Spectators are required to stay behind the line, per North Kansas City Police Department.
- H. Any violation of parade rules may disqualify any eligible prize money/awards. A Safety Meeting will be conducted via ZOOM on the Tuesday before the parade. Each entry is required to have someone on the ZOOM meeting. This

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meeting will be directed by the Parade Director, NKC Police, and the NKC Fire Department.

- I. All vehicles participating in the parade must be properly licensed and have insurance as required by the State of Missouri. By operating the vehicle in the Snake Saturday parade, the owner/operator warrants that the vehicle is properly licensed and insured and is in sound mechanical condition with no known defects or safety concerns. No stunts or burnouts are permitted. Drivers must remain behind the steering wheel and in the drivers seat at all times.
- J. Vehicle entries: All operators of motorized vehicles must be 25 years of age and have a valid driver's license and insurance as required by the State of Missouri.
- K. Floats or entries must not be higher than 14' above the road surface and must easily execute 90-degree turns.
- L. Trucks with trailers cannot exceed 48 feet. 10 feet maximum width on vehicles.
- M. No portable toilets are allowed on floats.
- N. Any maneuvers by motorized vehicles during the parade must be cleared in advance with the parade committee.
- O. Animals participating in the parade entries must be listed on the entry application.
- P. All animals must have updated vaccinations, be in good medical health and be able to cope with crowds and other animals.
- Q. In consideration of the other units in the parade, all participants with animals must immediately clean up any animal waste along the parade route. Northland Festivals, Inc., parade staff and volunteers and the City of North Kansas City are NOT responsible for picking up animal waste.

Please ensure all participants in your entry are aware of these rules. Violations may result in sanctioning by the Northland Festivals, Inc. Board of Directors and/or deductions on the judges scores.

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3. COMMUNICATION: Essential to any Safety and Emergency Plan is knowing who, what, when, where and why. Different situations require different contact personnel. Our goal is to hopefully direct your questions and concerns to the appropriate person(s).

- A. For general information an information tent is set up in the Festival Area.
- B. For information about staging, it is posted on the website www.snakesaturday.com and can be obtained from the parade Chairman.
- C. Lost Parents Lost Children. Find a police officer along the parade route and advise him or her. The muster point is the information tent in the Festival Area.
- D. Parade and Festival possible cancellation due to weather would be determined by coordination between the Public Works Director, the Police Chief, the Mayor, and the President of Northland Festivals.
- E. Media Communications during normal operations will be through the Northland Festivals Publicist with approval and coordination of the Northland Festivals President. In the event of an emergency, Media Crisis communications will divert to appropriate North Kansas City Officials.
- F. Day of event, radios were purchased by Northland Festivals from the City. Northland Festivals will use a city-provided channel on the radios for communication purposes. Radios are normally distributed to the Parade Chairman, Northland Festivals President, Judges Chairman, Parade announcer at Swift and Armour, and others as appropriate.
- G. See Something Say Something. We live in a world where evil exists, it is a time where we need to learn to question what is out of the ordinary, a backpack left unattended, a drone flying suspiciously, someone on a roof top that you question should they be there, someone dressed inappropriately for the weather, a parade vehicle operating dangerously, are just some examples. In these instances, find a police officer along the parade route and advise him or her and at the very least call 911.
- H. If you call 911, provide the following information: Give your name, the nearest street address and the specific location of the emergency. Identify if immediate help is needed. Tell what has occurred; be concise and factual. Relate known

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or suspected injuries.

I. Phone Numbers:

1. 911
2. NKC Police nonemergency 816-274-6013
3. North Kansas City Hospital 816-691-2000
4. Northland Festivals President 816-668-8609
- 5.

4. EMERGENCY PLANNING: Preplanning is essential for successfully minimizing any adverse effects of an emergency or disaster. Having a safety plan and following it should mitigate most situations, but not always. Emergencies and disasters can take many forms, including physical perils, accidents, or deliberate acts of terrorism or sabotage. An *emergency* is any situation, actual or imminent, that endangers the safety and lives of volunteers or those attending any of the Northland Festivals events (Grand Marshal, Lad and Lassie, Charity Cookoff, Parade and Festival). The following safety action and recovery plans have been designed to overview the key elements that should be followed to help reduce the impact of an emergency or disaster. Planning is essential for successfully minimizing any adverse effects of an emergency or disaster at Northland Festivals and its operations.

- A. Parade Evacuation routes: The parade route starts at 14th and Swift with staging along Swift to 10th, and on 14th east to Howell. The parade will proceed north to Armour, east on Armour to Howell, south on Howell to 16th, back west on 16th and disperse south on Gentry. In the event the parade should need to evacuate, side streets will be opened and parade entrants will be directed to proceed either west to Burlington, continue north on Swift, continue east on Armour towards I-35, or the side streets off Howell could be opened to proceed west towards Iron and/or I-35.
- B. Medical Emergency: First report any medical emergency via 911 or contact nearest law enforcement. Staging is coordinated to allow response vehicles to the appropriate area if needed. Please make way. If along parade route, follow the directions of the Police Officers/Safety Personnel at the scene. This may mean stopping the parade or simply moving the parade to a side of the street and maintaining the flow. Response vehicles and equipment always have the right of way over parade entrants and floats. Title sponsor North Kansas City Hospital is part of the parade and their entry includes several nurse and doctors which they have graciously volunteered to carry a radio and

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respond if needed.

- C. Fire Emergency: First report any fire emergency via 911. Staging is coordinated to allow response and fire equipment to the appropriate area if needed. Please make way. If along parade route, follow the directions of the Police Officers/Safety Personnel at the scene. This may mean stopping the parade or simply moving the parade to a side of the street and maintaining the flow. Response vehicles and equipment always have the right of way over parade entrants and floats.
- D. Weather Emergency: Snake Saturday to date has weathered some incredible weather from rain, snow, sleet, freezing temperatures, wind, etc. If weather is possibly going to be a factor to the parade the morning of the event a meeting between the Northland Festivals President, North Kansas City Public Works, and the North Kansas City Police Chief will occur at 7:00 a.m. All precautions are taken concerning weather before, during, and after the parade and festival. For example: Lightning in the area could necessitate the immediate ceasing of either the parade or festival activities. Such occurrences would be communicated via Police Equipment and Northland Festivals Staff/Volunteers.
- E. Active Shooter Emergency: Unfortunately, we live in a world where we must plan for such events. Everyone should become familiar with “Run, Hide, Fight”. In an outdoor event the first course of action should be to run from the area, hide if appropriate, and if near the scene and no choice on the first two options then fight. Do not be afraid to contact 911 or contact a police officer if you observe a gun. If you hear someone talking in a threatening matter, again, it starts with reporting the incident. Law Enforcement personnel have training to alleviate such situations and assess the threat.
- F. Bomb Threat Emergency: First action is report to law enforcement or 911 any suspicion packages, backpacks, and then remove yourself from the area. Do not try to open something you think is suspicious. You have done your job by reporting the situation, let law enforcement do their job.

5. SPECIFIC PARADE ENTRY INFORMATION: Northland Festivals includes various divisions within the parade. Each has their own requirements/specifications. Please review below:

A. Rainbow Parade Entry Requirements/Specifications:

1. All entries in this category are eligible for prize money and awards.

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2. All Rainbow Entries are required to upload their 501c3 documentation with parade entry application. NOTE: 501c3 organizations must be community oriented (not discriminatory) and not specific to an individual group, i.e. traveling sports organizations. Organizations falling in this category should register as FOGY entry. If you have questions about your status, please contact the parade chairperson.
3. A maximum of two vehicles per entry is allowed. Any more than two vehicles must have prior written approval from the parade chairman or will be turned away on the day of the parade. A truck pulling a trailer is considered one vehicle.
4. Forward motion must be maintained by all units during the parade. Stopping on the parade route is not permitted.
5. By entering the parade as a 501c3 organization (Rainbow Entry), we need your help. Each Rainbow organization must designate two volunteers, some will be utilized as banner carriers and some will be designated as parade marshals along the parade route.

B. FOGY (Families, Organizations, Youth Groups) Entry Requirements/Specifications:

1. All entries in this category are eligible for prize money and awards.
2. A maximum of two vehicles per parade entry is allowed. Requests to enter more than two vehicles must be approved in writing by the parade chairman prior to the date of the parade. A truck with an attached trailer is considered one vehicle.
3. Forward motion must be maintained by all units during the parade. Stopping on the parade route is not permitted.

C. Performance and Band Entry Requirements/Specifications:

1. All Performance entries are eligible for prize money. Band and Performance entries are eligible for awards.
2. Entries are judged on a 90-second performance performed in front of the

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judges stand (not the emcee grandstand). Do not exceed 90 seconds. Stopping along the parade route at any other location is not permitted.

3. Participants walking with performers (family, coaches, etc.) must walk behind the performers, not on either side.
4. A maximum of two vehicles per parade entry is allowed. Requests to enter more than two vehicles must be approved in writing by the parade chairman prior to the date of the parade. A truck with an attached trailer is considered one vehicle.
5. Performers are required to break formation to let motorcycle police or parade official golf carts pass when approached.

D. School Spirit Entry Requirements/Specifications:

1. Parade entries in this category are competing for prize money and awards.
2. A maximum of two vehicles per parade entry is allowed. Requests to enter more than two vehicles must be approved in writing by the parade chairman prior to the date of the parade. A truck with an attached trailer is considered one vehicle. Forward motion must be maintained by all units during the parade. Stopping on the parade route is not permitted.
3. Participants in the School Spirit category must be affiliated with local area schools.

E. Commercial Entry Requirements/Specifications:

1. Entries in this category are eligible for awards but not prize money.
2. A maximum of two vehicles per parade entry is allowed. Requests to enter more than two vehicles must be approved in writing by the parade chairman prior to the date of the parade. A truck with an attached trailer is considered one vehicle. Forward motion must be maintained by all units during the parade. Stopping on the parade route is not permitted.
3. Although this is an opportunity for a business to advertise, all entries must be decorated to meet the parade theme.
4. Commercial entries are allowed to distribute flyers or other marketing

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materials (not exceeding 4x6 inches) by hand to parade guests. Entries may not throw items of any kind to anyone along the parade route. This rule is strictly enforced by NKC Police for the safety of all.

F. Motorcycle Entry Requirements/Specifications:

1. Entries in this category are eligible for awards but not prize money.
2. A maximum of six Motorcycle Entries are allowed in the parade each year. Entries are admitted on a first come, first served basis.
3. A maximum of 75 motorcycles per entry is allowed.
4. Motorcycle groups who also have a float must enter it separately in the FOGY or Rainbow Category and pay an additional entry fee. However, the two entries will be staged together in the parade.
5. Motorcycles must ride three abreast.
6. Stunt or reckless driving (burnouts, wheelies, etc.) is not permitted. Entries may not throw items of any kind to anyone along the parade route. This rule is strictly enforced by NKC Police for the safety of all. Forward motion must be maintained by all units during the parade. Stopping on the parade route is not permitted.

G. Automotive Entry Requirements/Specifications:

1. Entries in this category are eligible for awards but not prize money.
2. A maximum of six Automotive Entries are allowed in the parade each year. Entries are admitted on a first come, first served basis.
3. A maximum of 24 vehicles per entry is permitted. Failure to follow this limit will result in expulsion from future parades.
4. Automotive groups who also have a float must enter it separately in the FOGY or Rainbow Category and an additional entry fee is required. However, these two entries will be staged together in the parade.
5. Automotive clubs/groups are allowed ONE Automotive entry.

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6. Vehicles must drive two abreast throughout the entire parade.
7. Entries may not throw items of any kind to anyone along the parade route. This rule is strictly enforced by NKC Police for the safety of all. Forward motion must be maintained by all units during the parade. Stopping on the parade route is not permitted.

H. Media Entry Requirements/Specifications:

1. Entries in this category are eligible for awards but not prize money.
2. Although this is an opportunity for a radio/news station to advertise, all entries must be decorated to meet the parade theme.
3. Media entries are allowed to distribute flyers or other marketing materials (not exceeding 4x6 inches) to parade guests by hand. Entries may not throw items of any kind to anyone along the parade route. This rule is strictly enforced by NKC Police for the safety of all.
4. Forward motion must be maintained by all units during the parade. Stopping on the parade route is not permitted.

- I. **Awards Ceremony:** The Awards Ceremony will be held at 3:00 pm the day of the parade at the North Kansas City YMCA. All awards and prize money will be presented and distributed at this time. Please designate a representative from your entry to attend the ceremony to accept your award. Prize money is awarded in the Rainbow, Family Organized Groups and Youth (FOGY), School Spirit, Performance, and Drill Team categories. Additional awards include the Best of Parade, Mayor's Choice, Best Musical Presentation, Mickey Finn Grand Marshal Award, and Best Performance.

J. GENERAL RULES AND REGULATIONS – Snake Saturday Parade

1. Please submit one application per parade entry. All information requested on the application is required. Please ensure you are registered in the proper parade category. **No entries will be accepted after Friday, February 19, 2027.**
2. Each entry must designate one person as its Responsible Party. Each Responsible Party is required to ensure that all rules, regulations, and

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procedures are followed by all entry participants at all times. Each person in your parade entry is participating at their own risk and each person agrees to indemnify all entities and individuals associated with the parade and festival, and to hold all such entities and individuals harmless from any and all damages and/or liabilities of any kind, that entities and individuals may incur as a result of your group and its individual's participation in the parade and/or festival.

3. Parade staff and volunteers reserve the right to disallow, at our sole discretion, any lewd, offensive, crude or tasteless floats, themes, signs or behavior.
4. Floats/entries affiliated with any political party or politician are not allowed in the parade or on the Festival grounds.
5. By entering in the parade, you agree to designate two people to carry a banner in front of your entry if requested. Typically, less than 10% of entries are required to carry a banner. Said entries are designated the day of the parade, during the staging process.
6. Entry commentary may be edited by the parade committee.
7. Islands have been installed on Armour Road. Parade entries will need to split the islands going to the right or left of the islands. Additionally, the turn radius from Armour to Howell has been changed, please ensure your entry can make that turn, most trucks and trailers can make the turn, but we suggest double checking yourself.