

COUNCIL ACTION FORM

SUBJECT: REQUESTS FOR AMES HISTORICAL SOCIETY “UNCORKED” EXHIBIT

BACKGROUND:

The Ames Historical Society is proposing to host a new exhibit titled “Uncorked” on Saturday, August 24 from 5:00 p.m. to 9:00 p.m. The exhibit will feature the history of alcohol in Ames from dry covenants placed in the original plat to prohibition-era bootleggers to modern microbreweries. The grand opening of the exhibit will take place in the parking lot of the Ames History Center and will feature food trucks, a beer garden, and music. An estimated 300 people are anticipated to attend.

To facilitate the grand opening of the exhibit, the Ames Historical Society has requested the following for Saturday, August 24 from 3:00 p.m. to 10:00 p.m.:

- Closure of 4 metered parking spaces on the 100 block of 5th Street and a waiver of fees (Loss of \$3 to the Parking Fund)
- A blanket Temporary Obstruction Permit for the sidewalk adjacent to the 5th Street side of the Ames Historical Society building.
- A blanket Vending License and waiver of the fee (\$50 loss to the City Clerk’s Office)
- Use of City-owned electrical outlets and waiver of costs (approximately \$5 loss to Electric Fund)

Ames Main Street has submitted a letter in support of the event. The organizers will notify affected businesses and by placing signs in the affected area prior to the event.

ALTERNATIVES:

1. Approve the requests for the grand opening of the “Uncorked” exhibit on Saturday, August 24, as outlined above, including the waiver of fees for vending and parking.
2. Approve the requests as indicated above, but require reimbursement for vending license and parking meter fees.
3. Do not approve the requests.

CITY MANAGER’S RECOMMENDED ACTION:

One of the ways the Ames Historical Society engages the public is by hosting exhibits. These exhibits provide unique opportunities for the public to learn about Ames history. The “Uncorked” exhibit will likewise expand upon the organization’s effort to engage the Ames public.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the requests for the grand opening of the “Uncorked” exhibit on Saturday, August 24, as outlined above, including the waiver of fees for vending and parking.



SPECIAL EVENT APPLICATION

Applications received less than thirty (30) days before the event may not be processed by the City in time for the event and will automatically be denied. Each application is viewed as a new event regardless of previous occasions.

Event Name

Location/Address

Region (Select one or more)

- Ames Main Street (Downtown)
- Campustown District
- Iowa State University Property
- City Parks
- Other (please explain)

Please note that events occurring in the Downtown, Campustown, in City parks, or on ISU property require prior approvals. A letter of support will be required from CAA if the event occurs in Campustown or from MSCD if the event occurs in Downtown. Please contact the appropriate office well in advance:

Downtown - Main Street Cultural District: (515) 233-3472 events@amesdowntown.org
 Campustown - Campustown Action Association: (515) 450-8771 director@amescampustown.com
 ISU - Events Authorization Committee: (515) 294-1437 eventauthorization@iastate.edu

TIMELINE

Setup Date Time M T W R F Sa Su
 Event Starts Date Time M T W R F Sa Su

Detailed Description of Event Activities (written overview of event and what's going to happen)

This is an event for the grand opening of our new exhibit, titled Uncorked. Our hope is to rent out the street parking meters so we can have food trucks located there. In our parking lot we will have a fenced off beer garden for people 21 & older. Our museum will be open so the hope is peo

Event Ends Date Time M T W R F Sa Su
 Teardown Complete Date Time M T W R F Sa Su

Event Category

- Athletic/Recreation
- Exhibits/Misc.
- Festival/Celebration
- Parade/Procession/March
- Concert/Performance
- Farmer/Outdoor Market
- Other (please explain)

Rain Date Rain Location

Yes No Is this an annual event? If yes, how many years?

For Office Use Only

Documents Received

Date: _____

- Completed Application
- Fireworks Application (\$25 fee)
- Insurance Certificate
- Public Safety & Event Management Plan
- Site Plan/Route Map (\$25 fee) (Road Race)
- Vendor List (\$50 fee/each)
- Parking fees

Special Events Meeting

Date _____

Time _____

Room _____

Documents Sent:

- Alcohol License
- ABD
- Fireworks Permit
- Road Race Permit
- TOP
- Vending Permit
- Other _____

Departments Included

- City Manager: Brian Phillips and Tasheik Kerr
- CyRide: Jenny Bethurem or Rob Holm
- Electric: Mark Imhoff
- Fire: Jason Ziph or Rich Higgins
- Parks & Rec: Craig Kaufman or Joshua Thompson
- Public Works: Brad Becker or Dave Cole
- Police: Jason Tuttle or Geoff Huff
- Water: Christina Murphy
- Risk Management: Bill Walton

CAA: Karen Chitty
 AMS: Jess Clyde or Sarah Dvorsky
 ISU: Events Authorization Committee

City Council Meeting

Date _____
 Added to Agenda with CAF Approved Y N

Reminder Date _____

CONTACTS

Sponsor/Applicant Name
Address
City State Zip Code
Daytime Phone Cell Phone
E-mail
Alternate Contact Name
Daytime Phone Cell Phone
E-mail

ATTENDANCE

Anticipated Daily Attendance

Yes No

Is this event open to the public?

Is your event being held in conjunction with another event (e.g. *Farmers' Market, 4th of July*, etc.)? If yes, please list:

ORGANIZATION STATUS/PROCEEDS

- For-Profit
- Bona Fide Tax Exempt
- Nonprofit

Yes No

Are patron admission, entry, or participant fees required? If yes, please describe and provide amounts:

Are vendor or other fees required? If yes, please provide amounts:

Percentage of net proceeds going towards fundraising %

Percentage of net proceeds going towards for-profit entity %

SECURITY

Ames Police Department 24 hour non-emergency phone number: 515-239-5133

Please complete the course at <https://www.crowdmanagers.com/training> for crowd management training.

Yes No

Have you hired a professional security company to develop and manage your event's security plan? If yes, please fill out the following information:

Security Organization
Address
City State Zip Phone
Email



August 5, 2019

Mayor Haila & Ames City Council
Ames City Hall
515 Clark Ave.
Ames, IA 50010

Mayor Haila and City Council Members,

Ames Historical Society plans to hold an exhibit opening event on Saturday, August 24, 2019, 5:00-9:00pm. The event is for the opening of our newest feature exhibit, "Uncorked: The Spirited History of Alcohol in Ames." The exhibit will tell the history of alcohol in Ames – from dry covenants placed in the original plat, to prohibition-era bootlegging stories, to modern microbreweries.

At the event, we plan to have a beer garden in our parking lot and two food trucks on 5th Street (taking up four metered parking spaces). Additional information about the event can be found on the special event application submitted.

We request a waiver of fees for the blanket vendor permit, electricity, and parking meters. Thank you for your consideration of this request and continued support of Ames Historical Society.

Sincerely,

A handwritten signature in cursive script that reads "Casie Vance".

Casie Vance
Executive Director



August 5, 2019

Mayor and City Council
City of Ames
515 Clark Ave
Ames, IA 50010

Dear Mayor Haila and Members of the Ames City Council,

Ames Main Street is proud to have the Ames Historical Society located in Downtown Ames. The programs and events the Ames Historical Society offers greatly enhance the culture of Downtown and benefit the entire community.

Therefore, we would like to express our support of *Uncorked: The Spirited History of Alcohol in Ames*, hosted by the Ames Historical society that will take place on Saturday, August 24, 2019.

Ames Main Street values and thrives due to events such as these, and asks that the alcohol license requests and reserved parking spots be granted.

Thank you for your consideration and your continued support of Ames Main Street. We hope to see you in Downtown Ames at one of our future events!

Sincerely,

A handwritten signature in black ink, appearing to read 'Kristin Roach', written over a horizontal line.

Kristin Roach
2019 Ames Main Street Board President

304 Main Street, Ames, IA 50010 515.233.3472 AmesDowntown.org