

ITEM #: 5
DATE: 03-14-23
DEPT: Admin

COUNCIL ACTION FORM

SUBJECT: **REQUESTS FOR GREEK WEEK OLYMPICS**

BACKGROUND:

The Greek Week Committee has submitted plans to host the Greek Week Olympics this spring. The Greek Week Olympics will take place at various Greek houses on Saturday, April 1, 2023. Approximately 1,500 people are anticipated to attend.

Organizers have requested the following for this event from 7:30 a.m. to 4:00 p.m. on Saturday, April 1, 2023:

- Closure of Ash Avenue, Lynn Avenue, Sunset Drive, Gray Avenue, Greeley Street and Pearson Avenue
- A blanket Temporary Obstruction Permit for the closed area

A rain date of April 2, 2023, has been requested for this event. Event organizers will post “No Parking” signs in the affected area at approximately 5 p.m. the day prior to the event. Several single-family homes are located along the closed streets. The organizers will notify the affected residents about the closures by canvassing the area and distributing a notification letter. Insurance for these events is provided through the University.

ALTERNATIVES:

1. Approve the requests as indicated above for Greek Week Olympics.
2. Deny the requests.

CITY MANAGER’S RECOMMENDED ACTION:

The Greek Week activities are annual student-run events at Iowa State that highlight the fraternities and sororities and their contributions to student life. They are highly dependent upon City approval of street closures and parking prohibitions so it may occur in a safe and smooth manner. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.



Iowa State University
Greek Week 2023

0355 Memorial Union
Ames, Iowa 50011
(515) 294-1023

Dear Ames City Council,

My name is Lauren Ratliff and I am the Greek Week 2023 Logistics Director. This letter is to request street closures around the South Campus residential community for our annual Greek Olympic event. We will be holding our annual Greek Olympic event from 9:00 am to 4:00 pm on Saturday, April 1st and we ask for your consideration in closing down the affected streets.

On Saturday, April 1st, the preparation for our annual Greek Olympics will begin at 5:30 am. We are seeking your permission to erect barricades from 7:30 am to 4:00 pm. The following streets will be included: Ash Ave, Lynn Ave, Sunset Drive, Gray Ave, Greeley Street, and Pearson Ave. This will ensure the safety of all of the participants and spectators who will be in attendance of our event. Student volunteers will be monitoring the barricades at all times to ensure the safety of our participants.

We ask that the council grant us permission for the above road closures in order to help ensure the safety of all participants. If you have any questions, concerns, or issues, I would ask that you please contact myself or one of the Greek Week Executive Directors. We have listed our contact information below. Thank you for your consideration!

Best Regards,

Lauren Ratliff
641-521-7003
Logistics Director

Emma Hamilton
720-626-5981
Executive Director

Nathan Wetzel
319-572-7650
Executive Director



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 Ames Main Street if the event occurs in Downtown. Please contact the appropriate office well in advance:

Downtown - Ames Main Street: (515) 232-2310
 Campustown Action Association: (515) 232-2310
 ISU - Events Authorization Committee: (515) 294-1437

director@amesdowntown.org
 sarahd@ameschamber.com
 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)

Greek Week will be having their annual Olympics day filled with short, competitive activities that Greek Week teams will compete in.

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?

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