

COUNCIL ACTION FORM

SUBJECT: ESTABLISHMENT OF THE AMES 150 STEERING COMMITTEE AS AN OFFICIAL TASK FORCE OF THE CITY

BACKGROUND:

The Ames 150 Steering Committee and its subcommittees were established with the goal of providing high quality events and impactful legacy projects for the City of Ames to celebrate Ames 150th birthday. The Committee has been working hard to make this a memorable year for the entire community. The Ames 150 Steering Committee consists of members from across the community that are divided into several subcommittees, which include Communications, Events, Finance, and Legacy. These subcommittees have a number of participants that are not on the Steering Committee.

All of these individuals are key to making Ames Sesquicentennial year a success. Many of these individuals are not participating as representatives of other organizations, but rather out of a strong desire to celebrate our community's history. This means they are currently personally liable for any incidents that might happen as part of serving on the Committee.

Due to the nature of this being a onetime event, the City Council at its April 22, 2014 meeting, was asked by Jim Black, Co-Chair of the Ames 150 Steering Committee, to consider activities sponsored by the Steering Committee and its subcommittees as official City activities, and to cover them under the City's liability insurance. **This insurance would not be extended to for-profit organizations or street vendors at any of the Committee's activities. Rather, the insurance coverage would provide volunteers of this "task force" like group protection from individual liability for the City birthday celebration. The Committee's work will not extend beyond 2014.**

The City's Risk Manager agreed that the 150 Committee is a City activity and advocated this to the City's underwriter, the Iowa Communities Assurance Pool (ICAP). The result was ICAP's agreement to list the Ames 150 Committee on the list of covered boards and commissions recognized by ICAP that is reviewed and updated annually as part of the liability insurance renewal process.

Covering the 150 Committee's activities and risks as part of the City's insurance does not empower the group to grant coverage to other separate entities. When other entities are invited by the 150 Committee to participate in sesquicentennial activities, and those entities would ordinarily provide proof of insurance under the special event or street vendor application process, they will be required to provide coverage certification pursuant to those application processes. The Clerk's Office will track the certificates from those third party entities or vendors.

ALTERNATIVES:

1. Name the Ames 150 Steering Committee and related subcommittees as a task force of the City for the purpose of hosting activities to commemorate the City's 150th birthday, therefore qualifying that group to be included in the City's insurance coverage along with other City activities, boards and commissions.
2. Do not consider the Ames 150 Steering Committee as a task force of the City and do not extend insurance coverage to the volunteers.

MANAGER'S RECOMMENDED ACTION:

This ad hoc group of community volunteers is performing a valuable service for the City as it sponsors and coordinates many sesquicentennial activities, and it seems appropriate for the City to provide liability coverage for the group.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby naming the Ames 150 Steering Committee and related subcommittees as a task force of the City for the purpose of hosting activities to commemorate the City's 150th birthday, and qualifying that group to be included in the City's insurance coverage along with other City activities, boards and commissions. There will no additional cost to the City to extend this coverage.