

COUNCIL ACTION FORM

SUBJECT: REQUESTS FOR GREEK RACE AND GREEK WEEK OLYMPICS

BACKGROUND:

The Greek Week Committee has submitted plans to host its Greek Race and the Greek Week Olympics this spring. The Greek Race will take place on Sunday, March 21. The Greek Week Olympics will be held on Saturday, March 27.

THE GREEK RACE:

The Greek Race, based on the television show “The Amazing Race,” will involve teams competing in the Greek Triangle area. Approximately 100 people are anticipated to attend.

Organizers have requested the following for this event from 8:00 a.m. to 1:00 p.m. on Sunday, March 21:

- Closure of Ash Avenue from Sunset Drive to Gable Lane, Sunset Drive from Ash Avenue to Gray Avenue, and the portion of Pearson Avenue adjacent the Greek Triangle
- A blanket Temporary Obstruction Permit for the closed area

A rain date of March 27 has been requested for this event.

GREEK WEEK OLYMPICS:

Greek Week Olympics will take place at various Greek houses on March 27. Approximately 240 people are anticipated to attend.

Organizers have requested the following for this event from 7:30 a.m. to 5:30 p.m. on Saturday, March 27.

- Closure of Sunset Drive; Ash Avenue from Gable Lane to Knapp Street; Gray Avenue from Gable Lane to Greeley Street; Greeley Street; Pearson Avenue from Sunset to Greeley; and Lynn Avenue from Chamberlain to Knapp.
- A blanket Temporary Obstruction Permit for the closed area

A rain date of March 28 has been requested for this event.

For both events, event organizers will post “No Parking” signs around 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.

It is unknown what the local status of the COVID-19 pandemic will be at the time these events take place. Although the City Council can issue approval of the events at this time, organizers should be prepared that state or local restrictions may be imposed with little notice prior to the events. These orders may impact how the events can proceed or whether they can be held at all.

ALTERNATIVES:

1. Approve the requests as indicated above for The Greek Race and 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 #1, thereby approving the requests as indicated above.



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
- CyRide: Jenny Bethurem or Rob Holm or Kevin Gries
- Electric: Mark Imhoff
- Fire: Jason Ziph or Rich Higgins
- Parks & Rec: Craig Kaufman or Joshua Thompson
- Public Works: Brad Becker
- Police: Tom Shelton & Mike Arkovchic
- Water: Heidi Petersen
- 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 1

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
 Campustown - Campustown Action Association: (515) 450-8771
 ISU - Events Authorization Committee: (515) 294-1437

events@amesdowntown.org
 director@amescampustown.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 teams will participate in an "Amazing Race" type activity where they travel to different locations in the Greek Triangle area to answer various Greek Trivia. All participants will be wearing masks and teams will be spread out for social distancing.

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



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Greek Week will be having their annual Olympics day filled with short, competitive events that teams will participate in. All participants will be wearing masks and teams will be spread out for social distancing.

Event Ends Date Time M T W R F Sa Su

Teardown Complete Date Time M T W R F Sa Su

Event Category

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