

**COUNCIL ACTION FORM**

**SUBJECT: IOWA STATE RUNNING CLUB REQUESTS FOR “MILE ON MAIN STREET” RUN**

**BACKGROUND:**

The Iowa State Running Club plans to hold its first ever “Mile on Main Street” run. This event is intended as a fundraiser for Soles for Souls. The race will take place on Saturday, September 17<sup>th</sup>, beginning at 9:00 a.m. Race organizers have coordinated this event with the Downtown Farmer’s Market organizers. Approximately 100 runners are anticipated to participate in the run.

To facilitate this event, the organizers have made the following requests for Saturday, September 17<sup>th</sup>:

- Closure of Burnett Avenue from Main Street to 11<sup>th</sup> Street; Clark Avenue from 8<sup>th</sup> Street to 11<sup>th</sup> Street; and 8<sup>th</sup> Street, 9<sup>th</sup> Street, 10<sup>th</sup> Street, and 11<sup>th</sup> Street from Clark Avenue from Burnett Avenue, from 8:45 a.m. to 9:45 a.m.
- Approval of a Temporary Obstruction Permit for the closed area
- Closure of 22 metered parking spaces on Burnett Avenue (estimated \$4 loss to the Parking Fund)

The remainder of the race area has already been approved for closure that day for the Farmer’s Market, and the race’s start and finish area will be coordinated with the Farmer’s Market. Due to the small anticipated loss of parking revenue, it is City staff’s request that the City Council waive the requirement that this revenue be reimbursed.

Race organizers will go door-to-door in the affected areas with race information 1-2 weeks in advance of the race. As runners clear the race route, streets will be reopened.

**ALTERNATIVES:**

1. Approve the requests for the closure of streets and parking spaces, issue a Temporary Obstruction Permit as indicated above, and waive the requirement for reimbursement for lost parking meter revenue.
2. Approve the requests for the closure of streets and parking spaces and issue a Temporary Obstruction Permit as indicated above, but require reimbursement for lost parking meter revenue.
3. Do not approve the requests.

**MANAGER'S RECOMMENDED ACTION:**

This event is a new event to the downtown area. It has been planned to complement the Downtown Farmer's Market activities, and is intended to involve only a few dozen runners.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.



CITY OF

Ames

# SPECIAL EVENT APPLICATION

## SUMMARY OF EVENT

### DESCRIPTION

Event Name Mile on Main street

Description

The Mile on Main street is a one mile road race in downtown Ames, and is being hosted by the Iowa state Running club. We are planning to coordinate with the Ames Farmers' Market by using Tom Evans Park as the central hub for the race. The race is scheduled to take place on Saturday, September 17 at approximately 9:00 AM. Participants will be required to check in prior to the start of the race. A fraction of the proceeds will help benefit sales for souls. A course map is attached

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

Anticipated Attendance Total 100 Per Day 100

### DATE/TIME

Setup	Date <u>9/17/16</u>	Time <u>7:00 AM</u>	Day of Week <u>Saturday</u>
Event Starts	Date <u>9/17/16</u>	Time <u>9:00 AM (Flexible)</u>	Day of Week <u>Saturday</u>
Event Ends	Date <u>9/17/16</u>	Time <u>10:30 AM</u>	Day of Week <u>Saturday</u>
Teardown Complete	Date <u>9/17/16</u>	Time <u>12:00 PM</u>	Day of Week <u>Saturday</u>

Rain Date, if applicable \_\_\_\_\_  
Rain Location, if applicable \_\_\_\_\_

## LOCATION

### Region

(Select one or more)

- Main Street Cultural District (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

Iowa State University - Events Authorization Committee: (515) 294-1437

eventauthorization@iastate.edu

## CONTACTS

### Host Organization

Iowa state Running club

### Local Contact (Required)

Must be present during event

Name: Patrick Ward

Address: 213 S Hyland Ave

Telephone: ( ) \_\_\_\_\_

Cell phone: (515) 769-0691

Must be available by cell phone during event

Email: wardp@iastate.edu

**At least ten business days prior to the event, Organizer must submit Emergency Contact List, including names and numbers of all coordinators, volunteers, and location assigned to each.**

Yes No

Is this an annual event? How many years have you been holding this event? \_\_\_\_\_

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 Ames' Main Street Farmers' Market