

**COUNCIL ACTION FORM**

**SUBJECT:** AMES HIGH SCHOOL HOMECOMING REQUESTS

**BACKGROUND:**

Ames High School has requested to hold its Homecoming Parade on Monday, September 10, 2018. Parade entries will stage in Parking Lots MM and M and on Pearle Street. The parade will start on Main Street west of Clark Avenue and proceed east past Douglas Avenue to the CBD Lot entrance. The parade entries will disperse from the CBD Lot. It will begin at 6:30 p.m. and last approximately 45 to 60 minutes. To help facilitate this event, the Homecoming Committee asks that the City Council approve of the following closures:

- Fifth Street from Grand Avenue to Pearle Avenue, Pearle Avenue, Main Street from Pearle Avenue to Duff Avenue, Clark Avenue from north of the CBD lot exit to Fifth Street, Burnett Avenue from Main Street to Fifth Street, and Kellogg Avenue from north of the CBD lot exit to Main Street, from 6:15 to approximately 7:30 p.m.
- City Parking Lot MM, the southern three aisles of Lot M, and a portion of CBD Lot Z from 5:30 p.m. to 7:30 p.m. for parade staging and disassembly (No reserved spaces would be affected).

City employees will be notified of the Lot M closure. Official vehicles parked in the northernmost stalls will not be affected. Barricades, staffed by adult volunteers, will be placed on streets along this route for traffic control purposes. Parking spaces will be available to the public until 6:00 p.m.; therefore, no parking meter revenue will be lost.

Organizers have notified affected businesses along the parade route by going door-to-door. They have collected signatures from affected businesses acknowledging that they have been notified. Additionally, Ames Main Street is in support of the event.

In addition to the parade, organizers plan to hold a fireworks display during the home football game on September 14<sup>th</sup> (at approximately 8:00 p.m.) at Ames High Stadium. Organizers have requested a waiver of the \$25 Fireworks Permit fee.

**City staff is additionally requesting that the City Council grant a waiver of parking meter fees and enforcement from 4:00 p.m. to 6:00 p.m. on September 10<sup>th</sup> for the 55 metered parking spaces in Lot N, east of City Hall.** There are a number of well-attended fitness classes in the Community Center on Monday evenings, and attendees

normally park in Lot M or in metered spaces on Fifth Street. City staff would like to provide free parking in Lot N for those who are displaced by parade closures. The loss of revenue to the Parking Fund for this request is \$55.00.

**ALTERNATIVES:**

1. Approve the requests from the Ames High Homecoming Committee for street closures in connection with the parade to be held on September 10, 2018; a fireworks display on September 14, 2018; waiver of the Fireworks Permit fee; and waiver of meter fees and enforcement in Lot N from 4:00 to 6:00 p.m. on September 10.
2. Approve the requests for street closures as outlined above, but require payment for the fireworks permit (\$25).
3. The City Council can deny these requests.

**MANAGER'S RECOMMENDED ACTION:**

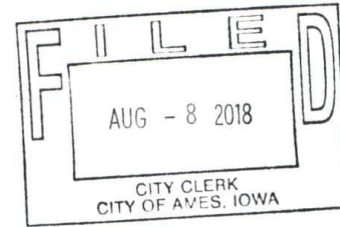
The Ames High Homecoming Parade is a long-standing Ames tradition in the Main Street Cultural District. The event has been successfully carried out, and it contributes to the vibrancy of the Downtown area.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the requests from the Ames High Homecoming Committee as indicated above.

Ames High School Homecoming Committee  
1921 Ames High Drive  
Ames, IA 50010

August 8, 2018

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



Dear Mayor Campbell and Members of the Ames City Council,

Ames High School is hosting the annual homecoming game between Ames High and Marshalltown on Friday, September 14th, 2018. As a tradition, the school plans to hold a fireworks show during the game's halftime. The game starts at 7:00 pm, so the fireworks would be held approximately at 8:15 pm, depending on the duration of the first half. On behalf of Ames High, we would like to ask that the City Council approves the waiver of fees for the fireworks permit.

Thank you for your time.

Sincerely,

Hannah Buckels, Katelyn Courtney, Hope Morken and Lindzey Paysen



August 22, 2018

To whom it may concern,

Ames Main Street fully supports the use of Main Street, in downtown Ames, for the Ames High School's Homecoming Parade on September 10<sup>th</sup>, 2018. We welcome this partnership with the Ames School District to make the community a better place for everyone. We are excited to join students, athletes, parents, faculty and staff, and community members in cheering on our Ames High School Little Cyclone Football team. We also welcome the opportunity to show the community what great businesses our downtown has to offer.

Sincerely,

A handwritten signature in black ink, appearing to read 'Eric Abrams', with a stylized flourish at the end.

Eric Abrams  
2018 AMS Board President



CITY OF

Ames™

## SPECIAL EVENT APPLICATION

## SUMMARY OF EVENT

## DESCRIPTION

Event Name

2018 Ames High homecoming parade

Description

1:00; cover parking meters / w/ bags and  
give information about street closure

5:30; volunteers arrive to put up barricades and  
boundaries into place

5:45; Participants will start arriving line up will begin

6:15; check to make sure everything is in order for  
the start of the event

6:30; the parade will start at the community center  
parking lot

7-7:30; the parade will end at the parking lot at the end of  
main street

Event Category

☐ Athletic/Recreation☐ Concert/Performance☐ Exhibits/Misc.☐ Farmer/Outdoor Market☐ Festival/Celebration☐ Other (please explain)☒ Parade/Procession/MarchAnticipated  
Attendance

Total 500

Per Day \_\_\_\_\_

## DATE/TIME

Setup

Date

9/10/18

Time

1:00

Day of Week

monday

Event Starts

Date

9/10/18

Time

6:30

Day of Week

monday

Event Ends

Date

9/10/18

Time

7:00

Day of Week

monday

Teardown

Date

9/10/18

Time

7:30

Day of Week

monday

Complete

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

Campustown - Campustown Action Association: (515) 450-8771

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

events@amesdowntown.org

director@amescampustown.com

eventauthorization@iastate.edu

## CONTACTS

### Host Organization

Ames High School

### Local Contact (Required)

*Must be present during event*

Name: Katelin Edwardson

Address: 2944 Monroe Drive

Telephone: (     ) \_\_\_\_\_

Cell phone: (515) 357-0927

Must be available by cell phone during event

Email: 887973edw@ames.k12.ia.us

**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

The Ames High Homecoming Parade has been going on for 60 years. Anyone in the community is welcome to the event.



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