

ITEM # 11  
DATE 09-28-21

**COUNCIL ACTION FORM**

**SUBJECT:** FIREWORKS PERMIT REQUEST FROM  
ISU HOMECOMING CENTRAL COMMITTEE

**BACKGROUND:**

The Homecoming Central Committee at Iowa State University is again planning to host its annual Homecoming activities. This includes a fireworks display on Central Campus as part of mass campaniling.

**The fireworks permit is being requested for ground effects firework display on Central Campus at midnight (12:00 a.m.) on Friday night, October 22, 2021.**

Organizers have informed City staff that they are working with the on-campus Veterans Center to communicate in advance with students who may be distressed by the noise from fireworks. Organizers have also reported they will notify the SCAN neighborhood association about the fireworks display.

**ALTERNATIVES:**

1. Approve the request from the Homecoming Central Committee for a Fireworks Permit for Central Campus on Friday, October 22<sup>nd</sup>.
2. Deny the requests.

**CITY MANAGER'S RECOMMENDED ACTION:**

Organizers have taken appropriate steps to plan and implement the event in a safe, well thought-out manner.

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

# City of Ames Fireworks Permit Application



## PERMIT TO DISPLAY FIREWORKS APPLICATION

**Name of Event** Homecoming 2021 - Fireworks Show  
**Date & Time of Event** Fri 10/22/21 11:59p **Rain Date & Time** N/A  
**Applicant Name** Mary-Kate Misak **Phone** 563.349.7847  
**Email** mkmisak@iastate.edu  
**Organization Name** ISU SALC Homecoming Central Committee  
**Address** 429 Alumni Lane  
**City** Ames **State** IA **Zip Code** 50012  
**Contact for Day of Display** Sydney Peterson **Phone** 515.724.4472

**Exact location of shoot/display** ISU Central Campus - North of Campanile

Attach diagram of display location

**Size of shells and/or type of display** No Shells - Ground effects only

Attach effects list or schedule

**Name of Display Operator/Responsible Shooter** Keim Brueschke

(This person is to be present on the day of the event.)

Attach a resume showing pyrotechnic certification/qualifications

**Phone number for Display Operator/Responsible Shooter** 515.321.2761

**Name of Insurance Company** Everest Indemnity Insurance Company

See below for detailed information about insurance requirements

Display sites are subject to examination by the City Fire Inspector or his/her designee. The Ames Fire Department has authority to cancel/postpone any display if it is determined that there are safety concerns

**Applicant Signature** *MK Misak* **Date** 4/6/21

**Display Operator Signature** *Keim P Brueschke* **Date** 3/28/2021

**City of Ames Insurance Requirements:**

- Comprehensive General Liability limits in the amount of \$1,000,000 combined single limit and Excess Liability limits in the amount of \$5,000,000. Coverage shall be at least as broad as the SO Form Number CG0001 covering commercial general liability written on an occurrence basis only.
- Applicant and/or Sponsor must be named as certificate holder(s)
- The City of Ames, its officers and employees must be named as additional insured
- A copy of the current insurance certificate must be filed with the City Clerk.

**NOTE: This application not to be used for displays originating on Iowa State University property.**

Submit your completed permit application to City Clerk's Office

City of Ames  
 City Clerk's Office  
 PO Box 911  
 Ames, IA 50010

\*For displays on property owned by Iowa State University, an alternate application must be submitted to ISU Risk Management at least six (6) weeks prior to the event. Please refer to forms and information found at <http://www.riskmanagement.iastate.edu/events/fireworks> or contact the ISU Office of Risk Management at 515-294-7711

**For Office Use Only**

Document Received

Date: \_\_\_\_\_

Completed Application

Sketch

ISU Property

Fee

Fee \$25.00

Date Fee Paid 6-29-21

Insurance

Received

Approved

**Follow Up**

Application approved

Fire Inspector approved

Permit database updated

Permit letter prepared

Letter copied and mailed

City Council Meeting

Added to agenda

City Council Approved

Permit Number 21-02

Special Conditions:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Application Denial Reason:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

ISU Fireworks Permit Application

**Fireworks, Pyrotechnics or Flame Effects Application  
Iowa State University of Science and Technology**

**Applicant Information**

Name of Event: ISU Homecoming 2021 - Friday Night Fireworks Show  
 Name of Organization Sponsoring Event: ISU Alumni Association - SALC Homecoming Central Committee  
 Address of Organization: 429 Alumni Lane, Ames, IA 50012  
 Name of Applicant: \_\_\_\_\_  
 Phone: 563.349.7847 Fax: \_\_\_\_\_ E-Mail: mkmisak@iastate.edu

**Event Information**

Event Location: \_\_\_\_\_ Estimated attendance: 500  
 Event Date: Fri 10/22/2021 Time: 11:59 a.m./p.m. Alternate Date (rain date) for event: N/A  
 Organization's on-site manager or contact for day of Display: \_\_\_\_\_  
 Phone: 515.724.4472 Fax: Type text here E-Mail: isuhc.logistics@gmail.com

**Firework Display Information:** Attach a copy of the Display Operator credentials and applicable U.S. DOT requirement information for transportation with this application

Display Operator (company name): J & M Displays  
 Address: 18064 170th Avenue  
 City: Yarmouth State: IA Zip Code: 52660  
 Work-week Phone: 515.321.2761 Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
 Operator Name for day of Display: Kelm Brueschke Cell Phone: 515.321.2761  
 Other Contact for day of Display: Jake Amsden Cell Phone: 515.991.9719

**NOTE: Electronic firing ONLY**

Type of Fireworks: Ground Effects and Close Proximity Pyrotechnics **Attach Display Program**  
 Length of Display: 10 - 12 minutes  
 Fireworks Supplier: J & M Displays  
 Exact Location of Display: ISU Central Campus North of Campanile **Attach Diagram of Display/Shoot Location**

**Insurance Requirements:** Insurance coverage and certificate requirements are on the back of this form.

**Student Organizations Only:** Submit an Event Authorization and Notification Form with other event documents (including this application) at least 6 weeks prior to the event.

The display operator, EH&S and ISU Police will monitor weather conditions prior to and during the display event. EH&S, ISU Police or the Ames Fire Department have the authority to cancel or postpone any display if they determine there is not strict adherence to the approved application; or there is lightning, wind gusts or inclement weather that will cause risks to the crowd or surrounding property.

<u>4/6/2021</u>	<u>MK Misak</u>
Date	Sponsoring Organization Representative Signature
	<i>I have read and agree to the responsibilities stated in the ISU Fireworks, Pyrotechnics and Flame Effects Procedures and also agree that I will meet all insurance requirements listed on this application and that this insurance will be primary.</i>
<u>3/28/2021</u>	<u>Kelm P Brueschke</u>
Date	Display Operator Representative Signature
<b>APPROVAL SIGNATURES:</b>	DocuSigned by:
<u>9/23/2021   9:29 AM CDT</u>	<u>Troy Carey</u>
Date	Environmental Health and Safety
<u>9/23/2021   9:31 AM CDT</u>	<u>Michael Newton</u>
Date	DocuSigned by:
<u>9/23/2021   3:08 PM CDT</u>	<u>ISU Police</u>
Date	City of Ames Fire Inspector
<u>9/23/2021   3:14 PM CDT</u>	<u>Susie Johnson</u>
Date	Office of Risk Management

Submittal Instructions on Page 2

**DISPLAY OPERATOR INFORMATION:**

The fireworks display company must carry fireworks display liability insurance with a company acceptable to Iowa State University. In accordance with the policies and procedures of Iowa State University, all event sponsors and participants must be adequately insured. An original Certificate of Insurance must be submitted with the Fireworks Application at least six (6) weeks prior to the event. Please share the following insurance requirements with your insurance agent to facilitate issuance of the certificate of insurance:

1. **The company must be at least A Class VII rated by A. M. Best Company.**  
The insurance companies providing coverage must be of an acceptable financial rating as determined by Iowa State University Office of Risk Management.  
Exceptions are possible; however, ISU retains the right to require the A rating. Unrated companies are not accepted.
2. **State of Iowa; Board of Regents, State of Iowa; and Iowa State University must be named as additional insureds.**  
All legal entities referenced above must be individually listed on the certificate as an additional insured for liability coverage.  
Additional insured status shall be on a primary and non-contributory basis.
3. **We require occurrence coverage.**  
The certificates should be marked "occurrence." If there is no box marked "occurrence," we require the notation "occurrence form" in the Special Conditions box.
4. **The certificate must be complete.**  
Certificates without limits, insurance company, or coverage indicated are not acceptable.
5. **Limit Requirements:**
  - **General Liability**  
The policy must provide the following coverage and limits as a minimum: \$1,000,000 combined single limit per occurrence for bodily injury including death, personal injury and property damage.
  - **Automobile Liability**  
The policy must provide the following limit for Automobile Liability: \$1,000,000 combined single limit each accident.
  - **Worker's Compensation and Employer's Liability**  
The policy must provide for the Statutory Limits of \$100,000/\$500,000/\$100,000. Also required under Worker's Compensation is a Waiver of Subrogation in favor of Iowa State University/State Board of Regents.
  - **Excess Liability**  
The policy must provide \$5,000,000 for Excess Liability coverage.
6. **The policy shall provide for thirty (30) days' written notice to Iowa State University in the event of any modification, cancellation, or termination.**
7. **Insurance policy term must be for the duration/term of contract or specific to the event date(s).**

**Certificate of Insurance**

Mail or fax the certificate to:

Office of Risk Management, Iowa State University  
3618 Administrative Services Bldg., Ames, Iowa 50011  
Fax #: (515) 294-3105

For questions or concerns contact: Deb Keys, Insurance Coordinator, at (515) 294-7711

**Application Submittal**

The application must include the following attachments:

- Certificate of insurance for the Display Operator with appropriate limits and named insureds
- Copy of the Display Operator's license
- Diagram of the display location from the Display Operator
- Effects list/schedule from the Display Operator (must indicate electronic firing will be used for ignition)
- \$100.00 application processing fee (check made payable to Iowa State University)

Mail the completed application with attachments at least six (6) weeks prior to the event to:

Office of Risk Management, Iowa State University, 3618 Administrative Services Building, Ames, Iowa 50011

For questions, please contact the Office of Risk Management  
Phone: (515) 294-7711 Fax: (515) 294-3105

## Show Details:

**Event Name:** ISU Homecoming 2021

**Organization:** ISU Alumni Association

**Contact:** Mary Kate Misak

**Address:** 429 Alumni Lane

Ames, IA 50011

**Phone:** 515.294.2632

**Fax:** 515.294.9402

**Email:** [mkmisak@iastate.edu](mailto:mkmisak@iastate.edu)

**Venue:** ISU Central Campus North of the Campanile – see attached aerial view

**Responding Fire Department:** Ames Fire Department - Ames, IA

**Show Date:** Friday October 22<sup>nd</sup>, 2021

**Shoot Time:** 11:59 p.m.

**Duration of Show:** 10 – 12 minutes

**Lead Display Operator:**

**Kelm Brueschke - Credentials**

- PGI Certified Shooter
- Minnesota Fireworks License & Indoor Close Proximity License
- Missouri Fireworks License & Indoor Close Proximity License
- Nebraska Fireworks License
- Cell Phone: 515.321.2761

**Jake Amsden**

- PGI Certified
- Cell Phone: 515.991.9719

**Pyrotechnic Products Proposed: (No aerial shells – ground effects only)**

Quantity	Type/Class	Description
50	Class C (1.4g)	45mm Mines
25	Class C (1.4g)	3" Mines
10	Class B (1.3g)	300 Shot Roman Candle Bundles
20	Class C (1.4g)	Strobe Pots
30	Class B (1.3g)	Multi-Shot Barrage Cakes
30	Class C (1.4g)	30mm Comets
10	Class C (1.4g)	100mm Mines
2	Class B (1.3g)	Fireballs
4	N/A	Galaxis G-Flame Propane Flame Systems

Iowa State University

Fencing around Firework Display

FOC

Fireworks Display

Stage

Campanile

Goldenloam

Google

