

COUNCIL ACTION FORM

SUBJECT: REQUESTS FROM ISU HOMECOMING CENTRAL COMMITTEE FOR ISU HOMECOMING EVENTS

BACKGROUND:

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

HOMECOMING FIREWORKS:

Organizers plan to hold the fireworks display on Central Campus. Therefore, a fireworks permit is requested for ground effects firework display on Central Campus at midnight (12:00 a.m.) on Friday night November 4, 2022.

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 requests from the Homecoming Central Committee for a Fireworks Permit for Central Campus on Friday, November 4, 2022.
2. Deny the requests.

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, thereby approving the requests from the Homecoming Central Committee for fireworks on Friday, November 4th.

City of Ames Fireworks Permit Application

Item No. 7



PERMIT TO DISPLAY FIREWORKS APPLICATION

Name of Event ISU Homecoming Mass Campaniling

Date & Time of Event November 4 Rain Date & Time n/a

Applicant Name Kaley Severn Phone 5152942632

Email ksevern@iastate.edu

Organization Name ISU Alumni Association - SALC Homecoming

Address 429 Alumni Ln

City Ames State IA Zip Code 50014

Contact for Day of Display Kaley Severn Phone 7123082488

Exact location of shoot/display ISU Central Campus - Northwest Campanile

Attach diagram of display location

Size of shells and/or type of display Close Prox only - No Shells

Attach effects list or schedule

Name of Display Operator/Responsible Shooter Kelm 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 5153212761

Name of Insurance Company ACORD
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 Kaley Severn Date 9/13/2022

Display Operator Signature Kelm P Brueschke Date 9/14/2022

- 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 ISO 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: renee.hall@cityofames.org
City of Ames
City Clerk's Office
PO Box 811
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

Documents Received

Date: 9-13-22

Completed Application

Sketch

ISU Property

Fee Requested

Fee \$25.00

Date Fee Paid _____

Insurance 9-30-22

Received

Approved 9-30-22

Follow Up:

Application approved

Fire Inspector approved

Permits database updated

Permit Letter prepared

Letter copied and mailed

City Council Meeting 10-25-22

Added to Agenda

City Council Approved

Permit Number 2203

Special Conditions:

Application Denial Reasons:

ISU Fireworks Permit Application

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

Applicant Information

Name of Event: ISU Homecoming 2022 - 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: Kaley Severn
 Phone: 712.308.2488 Fax: _____ E-Mail: ksevern@iastate.edu

Event Information

Event Location: ISU Central Campus North of Campanile Estimated attendance: 1000
 Event Date: 11/4/2022 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: Kaley Severn / Charley Zylstra
 Phone: 712.308.2488 Fax: _____ E-Mail: ksevern@iastate.edu / isuhomecomingdirectors@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: Yamouth State: IA Zip Code: 52660
 Work-week Phone: 515.321.2761 Fax: _____ E-Mail: kelnbrueschke@gmail.com
 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

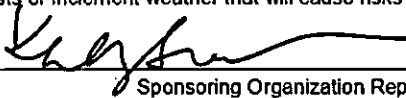
Type of Fireworks: Close Proximity & Ground Effects **Attach Display Program**
 Length of Display: 10 - 12 minutes
 Fireworks Supplier: J & M Displays
 Exact Location of Display: ISU Central Campus North of Campanile **Attach Diagram of Display/Shoot Location**

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.

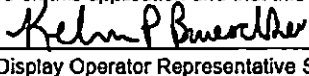
The display operator, EH&S and ISU Police will monitor weather conditions prior to and during the display event. EH&S, ISU Police or the Ames Fire Department have the authority to cancel or postpone any display if they determine there is not strict adherence to the approved application; or there is lightning,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

Date


Sponsoring Organization Representative Signature

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.

8/28/2022
Date


Display Operator Representative Signature

APPROVAL SIGNATURES:
Oct 7, 2022

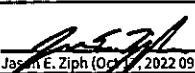
Date


Troy Carey (Oct 7, 2022 07:47 CDT)

Oct 11, 2022
Date

Environmental Health and Safety

Oct 17, 2022
Date


Joseph E. Ziph (Oct 17, 2022 09:44 CDT)

Oct 17, 2022
Date

City of Ames Fire Inspector

Oct 17, 2022
Date


Susanna K. Johnson
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 2022

Organization: ISU Alumni Association

Contact: Kaley Severn

Address: 429 Alumni Lane

Ames, IA 50011

Phone: 712.308.2488

Email: ksevern@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 November 4th, 2022

Shoot Time: 11:59 p.m.

Duration of Show: 10 – 12 minutes

Lead Display Operator:

Kelm Brueschke - Credentials

- PGI Certified Shooter
- Date of Birth: 04/14/1963
- Cell Phone: 515.321.2761

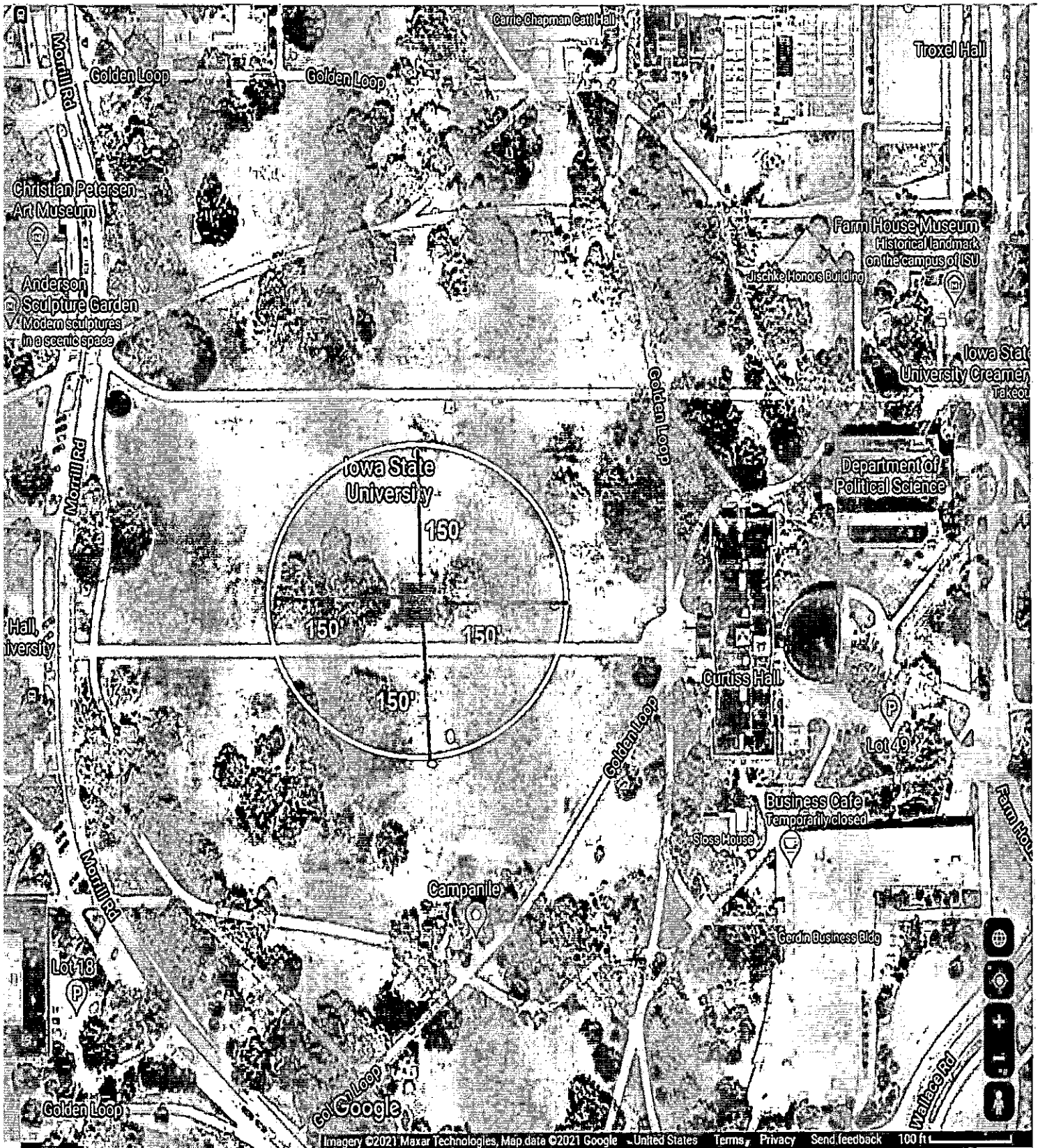
Jake Amsden

- PGI Certified
- Date of Birth: 11/01/1979
- 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

Shoot Site: Aerial Photo/Diagram



■ Fireworks — Distances ○ Safety Zone