

ITEM #: 16  
DATE: 06-25-24  
DEPT: ADMIN

**COUNCIL ACTION FORM**

**SUBJECT:           REQUESTS FROM OCTAGON ARTS CENTER FOR OCTAGON ART  
FESTIVAL ON SEPTEMBER 22, 2024**

**BACKGROUND:**

The Octagon Center for the Arts plans to host the Octagon Art Festival in downtown Ames on Sunday, September 22, 2024. The event is scheduled to begin at 10:00 a.m. and conclude at 4:00 p.m. Booths selling art works, crafts, and food items will be in operation that day.

To facilitate this event, the following items are requested:

1. Closure of the following streets, from 5:00 a.m. to 6:00 p.m.:
  - a. Main Street, east of Clark (not blocking Wells Fargo Driveway) to just west of Duff Avenue (allowing traffic to access parking lot behind businesses)
  - b. Douglas Avenue, 5th Street to Main Street
  - c. Kellogg Avenue, south of the alley to Main Street
  - d. Burnett Avenue, south of the alley to Main Street
2. Waiver of costs for electricity during the event (estimated at \$10)
3. Approval of a Blanket Temporary Obstruction Permit for the Central Business District
4. Approval of a Blanket Vending License for the duration of the event
5. Waiver of fee for Blanket Vending License (\$50)

Insurance coverage for the event has been provided by The Octagon Center for the Arts. Notification signs will be placed on parking meters on Saturday evening after 6:00 p.m. **Since the event occurs on a Sunday, there is no potential loss of parking meter revenue.** Public Works will provide the necessary barricades for the street closures. A noise permit will be obtained through the Police Department.

Ames Main Street has been informed of the Art Festival and is in support of it. Additionally, Octagon staff has contacted affected businesses door-to-door. Signatures confirming the notification have been obtained from nearly all affected businesses. Fewer businesses are open in the downtown area on Sundays compared to other days of the week.

**ALTERNATIVES:**

1. Approve the requests from The Octagon Center for the Arts for the Art Festival on September 22, 2024, including: closure of various streets from 5:00 a.m. to 6:00 p.m., blanket Vending License and waiver of fee for Vending License, Blanket Temporary Obstruction Permit for sidewalks adjacent to closed streets, and waiver of costs for electricity during the event.
2. Approve the requests but require payment for the Blanket Vending License and reimbursement for electricity use.
3. Deny these requests.

**CITY MANAGER'S RECOMMENDED ACTION:**

This is the 53rd year that the Octagon has held the Art Festival. There will be more than one hundred artists on hand with unique, hand-crafted artwork for sale, live entertainment, and local food vendors. No admission is charged, and festival organizers expect 8,000 people to attend. Ames Main Street has expressed its full support of the event. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, as described above.

**ATTACHMENT(S):**

[Octagon Art Festival Letter to City Council 2024.pdf](#)  
[2024 Octagon Art Festival\\_Main St Letter of Support.pdf](#)  
[Octagon Festival 2024 Map.pdf](#)  
[Octagon Arts Festival Special Events App.pdf](#)