

ITEM #: 5  
DATE: 07-23-24  
DEPT: ADMIN

**COUNCIL ACTION FORM**

**SUBJECT:      **UPDATED REQUESTS FROM AMES MAIN STREET FOR CAMPUSTOWN  
FARMER'S MARKET ON AUGUST 13, 2024****

**BACKGROUND:**

At the June 25, 2024 meeting, the City Council approved requests from Ames Main Street (AMS) for the Campustown Farmers Market, which will take place on August 13. The event was planned to take place on Chamberlain Street from Stanton Avenue to Campustown Lot Z, and on Stanton Avenue from Chamberlain Street to the Legacy Tower parking garage. **Due to construction in the area, AMS is requesting to relocate the event to Chamberlain Street from Welch Avenue to 2410 Chamberlain Street from 2:00 p.m. to 10:00 p.m.**

The Council had previously authorized a waiver of parking meter fees for eight metered spaces, along with approval for a blanket Vending License and waiver of fee (\$50). The relocation will require the closure of 19 metered parking spaces for four metered hours, resulting in a loss of approximately \$23 to the Parking Fund. Organizers have requested that this amount be waived by the City Council. The Council's policy regarding the closure of metered parking in an area less than an entire business district is to consider the waiver of such fees on a case-by-case basis.

**ALTERNATIVES:**

1. Approve the requests for Ames Main Street for the Campustown Farmer's Market as described above, including the requested waiver of fees.
2. Approve the requests as indicated above but require reimbursement for blanket Vending License and/or lost parking meter revenue.
3. Deny the requests.

**CITY MANAGER'S RECOMMENDED ACTION:**

AMS Campustown Farmer's Market provides an opportunity to attract visitors to Campustown. The new event location includes family friendly activities and opportunities that support local businesses. City staff has reviewed the request and see no issues with the relocation. Given the small dollar amount and number of parking spaces involved, staff believes it is reasonable to waive the parking fees for this event, along with the other requested fee waivers. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.

**ATTACHMENT(S):**

[Campustown Farmers Market 06.25 CAF.pdf](#)  
[CT Farmers Market proposal - street difference.png](#)