

★ Roll Call Number

Agenda Item Number

25B

Date April 23, 2012

Application from Drake Relays Group requesting approval to temporarily place a banner across the street as the starting line on Forest between 27th and 29th Street and finish line on 25th Street for The Drake Relays On-The-Roads on April 28, 2012.

Moved by _____ to receive, file and approve banner.

COUNCIL ACTION	YEAS	NAYS	PASS	ABSENT
COWNIE				
COLEMAN				
GRIESS				
HENSLEY				
MAHAFFEY				
MEYER				
MOORE				
TOTAL				

CERTIFICATE

I, DIANE RAUH, City Clerk of said City hereby certify that at a meeting of the City Council of said City of Des Moines, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

MOTION CARRIED

APPROVED

Mayor

City Clerk



25B

City of Des Moines
Application for Permission to Temporarily Place Banner(s) or Item(s)
Over/Across Public Street and/or Right-of-Way

Applicant: Drake Relays

Address: 2507 University Avenue ATTN: Carolyn Hill

Contact Person: Carolyn Hill Alternate Contact: Chris Burch

Daytime Telephone: 515.274.2114 Cell: Chris Burch 515.707.2293

E-Mail address: ontheroads@drake.edu Fax: Chris Burch 515.274.1596

Date(s) the banner(s) will be displayed: Saturday, April 28, 2012

Purpose of the banner(s): start and finish line for Drake Relays On-the-Roads

Preferred location of banner(s): start on Forest in front of Drake Stadium between
27th and 29th Street, finish on 25th Street in front of Fine Arts Center between
Carpenter and Forest.

How will the banner(s) be anchored? (rope) to aluminum truss scaffolding.

If you plan to anchor to the utility pole, please provide written permission from the
utility company.

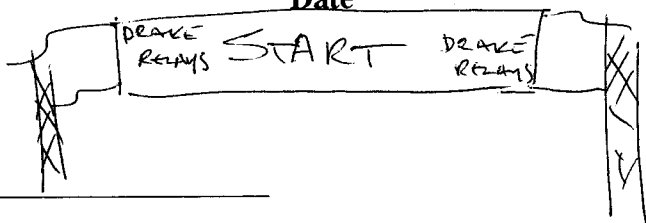
Banner(s) Size: 3'6" tall by 42'6" wide

Banner(s) Specifications: vinyl banner with rope/zip-tie attachments

Sketch of banner design:

I, Chris Burch, of the Drake Relays On-the-Roads, agree that the aforementioned
organization will provide all maintenance and upkeep of the banners for the
duration that the banners are in place. Banners may be removed at the expense of
the applicant if required by the City. I also agree to keep the required insurance in
effect while the banner(s) are displayed.

Signature: [Handwritten Signature] Date: 4/9/12



FOR OFFICE USE ONLY:
Traffic Division approval
Risk Management approval

2012 APR -9 AM 10:00
FILED



Herzberg, Karen <kmherzberg@dmgov.org>

Re: Banner Approvals

<mailto: >

Dakovich, Jennifer <jldakovich@dmgov.org>
To: "Herzberg, Karen" <kmherzberg@dmgov.org>
Cc: Mark Schultz <MJSchultz@dmgov.org>

Fri, Apr 13, 2012 at 1:11 PM

Karen -
These are approved by Traffic.

Thanks.
Jen

On Fri, Apr 13, 2012 at 12:09 PM, Herzberg, Karen <kmherzberg@dmgov.org> wrote:

Attached are two banners submitted by Chris Burch for approval for two different events. I need to put these on the April 23rd meeting. Please let me know if these meet all the requirements, so I can put them on the agenda.

Thank you.
Karen

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Karen Herzberg
Executive Administrative Assistant
City Clerk's Office
Phone: 515-237-1389
Fax: 515-237-1645



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Jennifer Dakovich, PE

Principal Traffic Engineer
Traffic and Transportation Division
City of Des Moines

400 Robert D. Ray Dr.
Des Moines, IA 50309
Office: (515) 283-4973
Fax: (515) 237-1640
E-mail: jldakovich@dmgov.org



Herzberg, Karen <kmherzberg@dmgov.org>

Re: Banner Approvals

1 message

Schultz, Mark <mjschultz@dmgov.org>
To: "Herzberg, Karen" <kmherzberg@dmgov.org>

Thu, Apr 19, 2012 at 10:22 AM

Approved. I will get copies of the insurance to you this week.

On Fri, Apr 13, 2012 at 12:09 PM, Herzberg, Karen <kmherzberg@dmgov.org> wrote:

Attached are two banners submitted by Chris Burch for approval for two different events. I need to put these on the April 23rd meeting. Please let me know if these meet all the requirements, so I can put them on the agenda.

Thank you.
Karen

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Karen Herzberg
Executive Administrative Assistant
City Clerk's Office
Phone: 515-237-1389
Fax: 515-237-1645



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Mark Schultz
Risk Manager
City of Des Moines, Iowa
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