



**Roll Call Number**

**Agenda Item Number**

25

**Date** September 8, 2014

Application from Downtown Events Group requesting temporary approval for banners to be displayed on Walnut Street Bridge from 2<sup>nd</sup> Avenue to E. 1<sup>st</sup> Street and E. 1<sup>st</sup> Street from Walnut to Court, and on Water Street from Walnut to Court Avenue for the 2014 World Food and Music Festival from September 19-21, 2014.

Moved by \_\_\_\_\_ to receive, file and approve banner design.

COUNCIL ACTION	YEAS	NAYS	PASS	ABSENT
COWNIE				
COLEMAN				
GRAY				
HENSLEY				
MAHAFFEY				
MOORE				
GATO				
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



25

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

**Please submit application 45 days in advance**  
**(Print or Type)**

**Applicant:** Downtown Events Group

**Address:** 601 Locust, Suite 700 Des Moines, IA 50309

**Contact Person:** Beth Johnson      **Alternate Contact** Maggie Pforts

**Daytime Phone:** 515-286-4946      **Cell Phone:** 515-681-9428

**E-Mail Address:** bjohnson@downtowndesmoines.com      **Fax:** 515-286-4942

**Date(s) the banner(s) or item(s) will be displayed:** September 19-21, 2014

**Purpose of the banner(s) or item(s):** 2014 World Food & Music Festival event. Display of various flags of the world on entrance scaffolding and event banners on entrance scaffolding & tents.

**Preferred Location: Please provide a map or diagram of the street indicating banner location.** flags hung on scaffolding at west end of Walnut Street Bridge at Water Street and on east end of Walnut St Bridge at E. 1st Street.

**How will the banner(s) or item(s) be anchored?**  
Flags are attached at one end to a rope and secured with zip ties. Banners are hung with zip ties.

**If you plan to anchor to the utility pole, please provide written permission from the utility company or from the City (if poles are City-owned). Such permission is not a substitute for meeting the requirements for receiving this permit.**

**Size of banner(s) or item(s):**  
Each flag is 3'x5' and will hang vertically from the rope.

**Specifications of banner(s) or item(s):**

**Type of Material:** flags are lightweight nylon fabric. Banners are vinyl.

**Number of grommets used to secure banner or item:**  
Each flag has 3 grommets and will be attached at the top only. Banners have grommets along top and sides of each banner.

**Sketch of banner or item design: Will you need electricity provided for your item? If electricity is necessary, how would it be obtained:**  
No electricity required. Photo attached.

**Indemnification:**

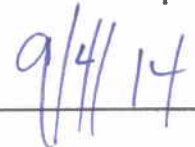
To the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless the City of Des Moines, Iowa against any and all claims, demands, suites, or loss, including any and all outlay and expense connected therewith, by reason of personal injury, bodily injury or death, and property damage, which arises out of the Applicant erecting, displaying, maintaining and removing banner or item display.

**Insurance:**

A Certificate of Insurance to demonstrate compliance with these requirements shall be submitted to the City's Risk Management Office. Applicant shall purchase and maintain during the period of the banner or item display, including erection, display and removal of banner or item. General Liability Insurance with a limit of no less than \$500,000 per occurrence and/or aggregate, Automobile Liability Insurance for owned (if applicable), non-owned and hired vehicles with a limit of no less than \$500,000 per occurrence. Both the General and Automobile Liability Insurance policies shall include Contractual Liability coverage equivalent to that included in a standard ISO Insurance form. If the banner or item display is part of a special event for which a Street Use Permit is granted, the insurance required for the Street Use Permit will be considered to also cover insurance otherwise required for this permit.

Applicant agrees to provide all maintenance and upkeep of the banner(s) or item(s) for the duration that the banner(s) or item(s) is in place. Banner(s) or item(s) may be removed at the expense of the applicant if required by the City.

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Date

Please return to City Clerk's Office  
400 Robert D. Ray Drive  
Des Moines, IA 50309  
Phone: (515)283-4209, Ext. 7  
Fax: (515)237-2645

**FOR OFFICE USE ONLY:**

Traffic Division Approval: \_\_\_\_\_

Risk Management Approval: \_\_\_\_\_

City Council Approval: \_\_\_\_\_

# 2014 WORLD FOOD & MUSIC FESTIVAL STREET CLOSURES

