

★ Roll Call Number

Agenda Item Number

37

Date October 20, 2014

Application from Historic East Village, Inc. for permission to place holiday lights on trees on both sides of E. Locust starting at E. 4<sup>th</sup> up to the Capitol grounds from November 15 through January 15, 2015.

Moved by \_\_\_\_\_ to approve.

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

37



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)

CITY CLERK  
DES MOINES, IA

2014 OCT -7 PM 1:22

FILED

Applicant: HISTORIC EAST VILLAGE INC.  
Address: PO BOX 93904, DES MOINES 50393  
Contact Person: MARK TEZAK Alternate Contact COLLEEN MACRAE  
Daytime Phone: (515) 247-6981 Cell Phone: (515) 779-0963  
E-Mail Address: marktezak@yahoo.com Fax: NA

Date(s) the banner(s) or item(s) will be displayed: FROM APPROXIMATELY  
NOVEMBER 15 THROUGH JANUARY 15

Purpose of the banner(s) or item(s): HOLIDAY LIGHTING OF TREES  
ALONG EAST LOCUST, SAME AS IN PREVIOUS YEARS.

Preferred Location: Please provide a map or diagram of the street indicating  
banner location. TREES WILL BE LIT ALONG BOTH SIDES OF  
EAST LOCUST, STARTING AT E 4TH UP TO THE CAPITAL GROUNDS.

How will the banner(s) or item(s) be anchored?  
LIGHTS WILL BE DRAPED AROUND BRANCHES AND WRAPPED TO TRUNKS.

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):  
N/A

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

Type of Material: COMMERCIAL GRADE LED LIGHTS

Number of grommets used to secure banner or item:  
N/A

Sketch of banner or item design: Will you need electricity provided for your  
item? If electricity is necessary, how would it be obtained:  
WE WILL NEED CITY TO PROVIDE ELECTRICITY FROM  
PRE-INSTALLED OUTLETS, AS IN PAST YEARS.

37

**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 occurrence. The General Liability Insurance policy 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

10/3/2014  
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: \_\_\_\_\_

\* HISTORIC EAST VILLAGE INC. HAS CONTRACTED WITH FINISHING TOUCHES INC FOR INSTALLATION. THIS IS THE SAME PROVIDOR WE USED IN 2013. THAT FIRM CARRIES \$1M IN LIABILITY COVERAGE, AS PER OUR CONTRACT.