CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION

ITEM: Approval of Special Event Lane Closure and Off-Site Event Parking
Thrive Food Truck 5K - September 15, 2018

DATE: September 4, 2018

FINANCIAL IMPACT: None

BACKGROUND:

Ordinance 2013 was adopted by the City Council on November 25, 2013, establishing that street or lane closures for special events on arterial or collector streets shall require approval of the City Council.

Thrive Church is hosting a "Food Truck 5K" on Saturday, September 15, 2018. The primary location will be The Foundry property at 111 South 11th Street, and the 5K route will utilize South 11th Street and the City's trail system in and around Raccoon River Park.

This will requires the temporary closure of the following arterial/collector streets:

- South 11th Street (from Railroad Avenue to Lincoln Street)

The applicant has obtained signatures from businesses in the impacted area.

The Foundry property is regulated by the Foundry PUD that has the following provision for activities or events on the property: *Planned activities/events on the property that are not part of the typical activities of the distillery, beer hall, or commercial kitchen, and which are limited in duration and do not create anticipated significant impacts to nearby property, city property or right-of-way will require the submittal of and be subject to the regulation of Title 9, Zoning, Chapter 16, Temporary Use Permits. Adequate infrastructure, including provision of parking, must be provided on site unless otherwise approved by the City Council.* Although this event is considered a Special Event because the 5K will occur on City property, it will require off-site parking to accommodate the anticipated event attendance, triggering the requirement for specific City Council approval of the off-site parking.

The applicant has obtained permission from WDM Parks and Recreation to utilize parking at Holiday Park to accommodate overflow parking and will have volunteers to coordinate parking and shuttle attendees to and from the event via buses. There will also be off-duty police officers hired to assist with security for the event.

OUTSTANDING ISSUES (if any): None

RECOMMENDATION: Motion - Approval of Requests made for the Thrive Food Truck 5K

Lead Staff Member: Ryan T. Jacobson, City Clerk RTJ

STAFF REVIEWS

Department Director	Ryan T. Jacobson, City Clerk
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	RTJ

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

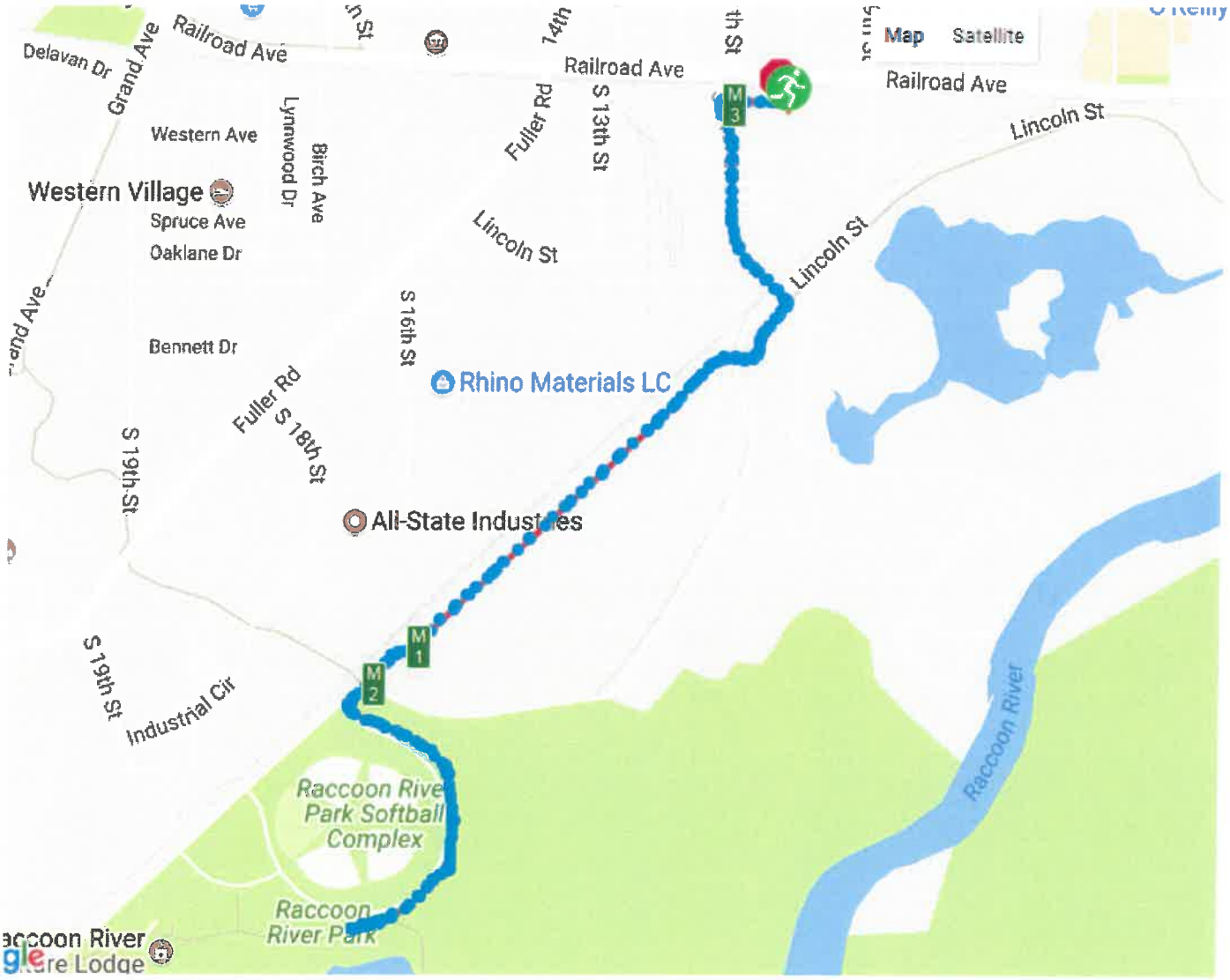
SUBCOMMITTEE REVIEW (if applicable)

Committee	
Date Reviewed	

2018 Food Truck 5K route

starts and finishes at The Hall in West Des Moines

This is identical to the route of the 2017 Food Truck 5K



Updated Aug. 22

West Des Moines
Block Party Petition

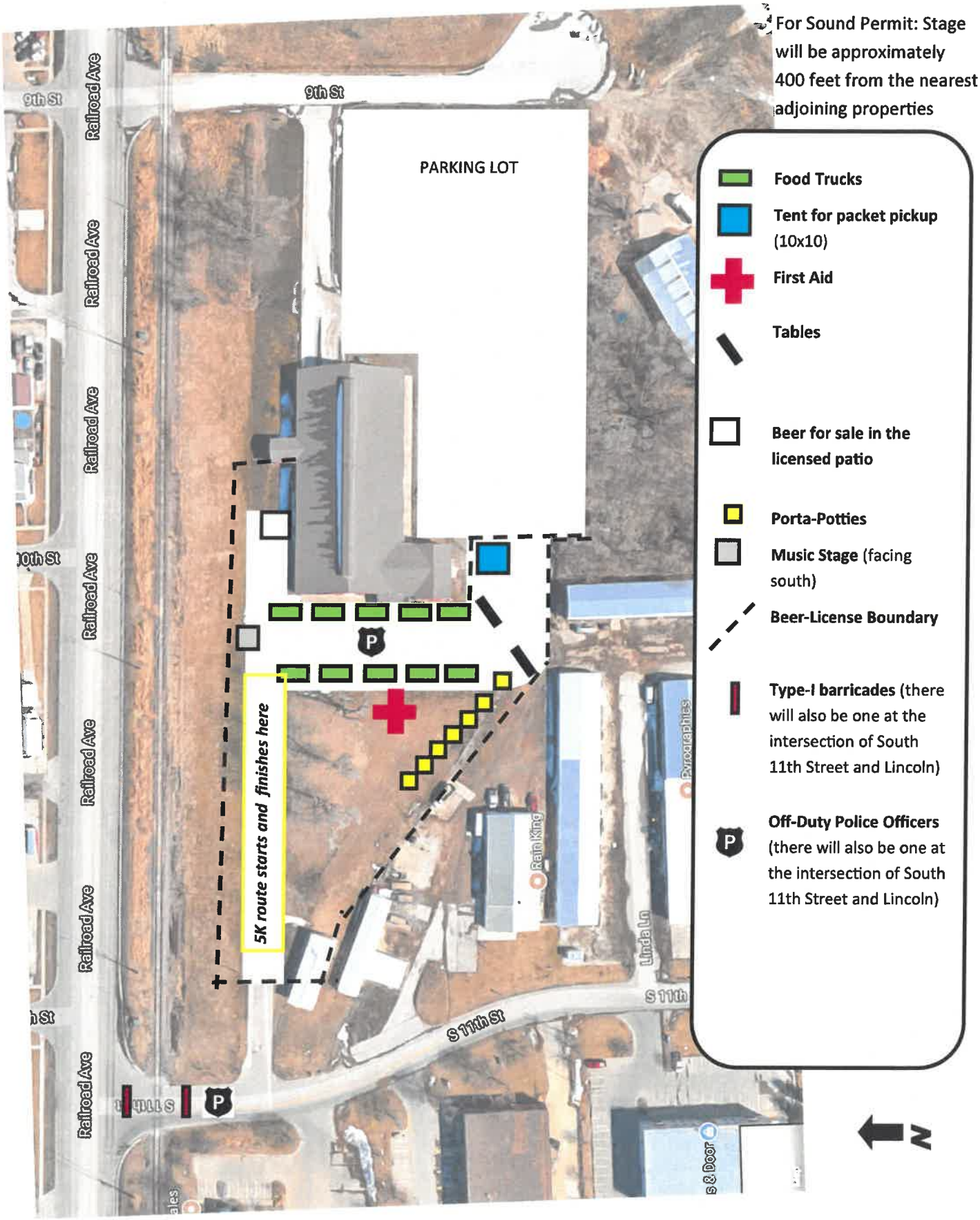
A block party located at: 111 S. 11th St.
is scheduled on: 9/15/18
As a resident of this street, I am aware the street will be closed from 5 to 7 pm
and am in agreement with this closing.

	Address	Signature of Resident	
	85 S. 11th WDSM	Stacie Daughenbaugh	
	95 S. 11th	[illegible]	
	107 S. 11th	[illegible]	
	114 S 11th	[illegible]	
	110 St 11th	[illegible]	
Fox →	103 S 11th	[illegible]	
Ballet →	121 S. 11th Ste 100	Lynel Knapp	
	121 S. 11TH SUITE 200	[illegible]	
BING BANG	" " " 300	VACANT	
Gong Cement →	275 S 11th St	[illegible]	Chad Corell
	1300 Lincoln Street	Joel [illegible]	
	220 S 11th	[illegible]	
	132 S. 11th	[illegible]	
	126 S. 11th #A	Terry Stapp Ann King	
	111 S. 11th	[illegible]	

benefiting Iowa Homeless Youth Centers and hosted by thrive UMC

5K starts and ends at The Hall
Saturday, September 15, 2018

Updated Aug. 22



For Sound Permit: Stage will be approximately 400 feet from the nearest adjoining properties

Jacobson, Ryan

From: Bobby Godbersen <robert.godbersen@gmail.com>
Sent: Thursday, August 23, 2018 12:41 PM
To: Jacobson, Ryan
Cc: Adam Small; dsmfoodtruck5k@gmail.com; Jeremy Poland; Nick@thehalldsm.com; events@thehalldsm.com
Subject: Re: Food Truck 5K Permits

Hi Ryan,

The WDM Parks and Rec have confirmed that we can utilize Holiday Park, so that will be our plan for parking. The map of the parking area is included below as well as a confirmation email from WDM Parks and Rec.

We will utilize section 1 in the map as our primary location and will have access to section 2 as a backup area should section 1 fill-up.

I will let Meals from the Heartland know we will not require their facility for parking.