Fla

City Clerk's Office
Hiawatha City Hall
101 Emmons Street
Hiawatha, Iowa 52233

Memo

To: Mayor and City Council

From: City Clerk Kelly Kornegor

Date: July 19, 2017

Re: Special Event Request from El Kahir Shrine

El Kahir Shrine located at 905 Tower Terrace Road submitted a special event application to hold a 5K Run / Walk on September 16, 2017, as shown on the attached application and map of the event. This is the same route El Kahir submitted last year when a special event was approved by City Council to hold a 5K Run / Walk in August 2016.

I have email approvals from the Police Chief, Fire Chief, Public Works Director, and City Administrator. The Police Chief said there were no issues last year and El Kahir has the staff to provide extra security for the race.

Thank you for your consideration of this matter.

HIAWATHA FIRE DEPARTMENT
STANDBY AND "SERVICE USER" APPLICATION FORM

Name/Title of Event: El Kahir Shrine 5K Run/Walk

Event 1	Event 2
Date: 9/16/2017	Date:
Start Time: 9:30 a.m.	Start Time:
End Time: 11:00 a.m.	End Time:
Location: 905 Tower Terrace Rd.	Location:
(If request is for more than two (2) event occurrences attach additional details to agreement)	

Organization Name: El Kahir Shrine Center	
Primary Contact Person's Name: Keith Zeigler	
Mailing Address (for billing): P.O. Box 38	
City: Hiawatha	
State: IA	
Zip Code: 52233	
Phone #: 319.395.0109	Phone # day of event (if different): 319.721.1472
Email Address (if available):	

Indicate coverage request below

_____ **A. Dedicated EMS Ambulance Standby**

Available to any "Service User"
Standby ambulance service, meaning a fully staffed ambulance will locate themselves at a function or event and will remain dedicated to that event, and will not be available for other routine EMS calls in the area. Dedicated standbys are subject to the availability of HIAWATHA FIRE DEPARTMENT crews and resources.

_____ **B. Non-Dedicated EMS Ambulance Standby**

This option is ONLY available to those who meet the below specifications.
Standby ambulance service, meaning an ambulance with two medical technicians, will locate themselves at a function or event but will remain available for EMS calls in the area/county. Consistent event coverage is not guaranteed. Subject to on-duty or staffed units available.

(initials required) _____ This event is a community event where no tickets are sold, or admission charged.

(initials required) KZ This event must be open to the general public.

(initials required) _____ This event shall have more than 500 people, more than four (4) hours in duration or be a high risk activity.

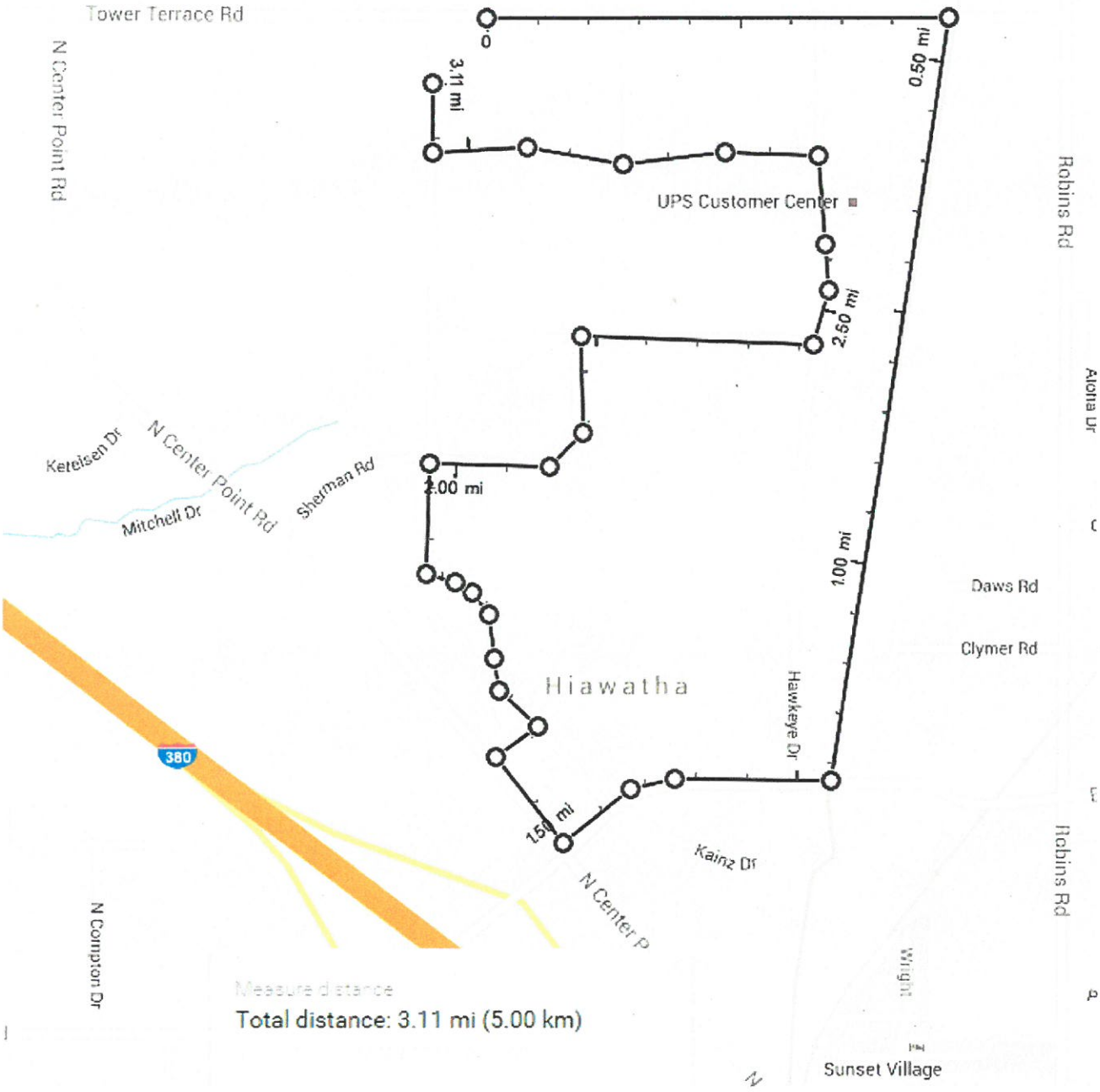
Billing fees for special events services are passed by resolution of City Council.

For Office Use Only

Approved: □ Yes □ No □ Dedicated □ Non-Dedicated

Approving Authority: _____ Date: _____

Hiawatha Fire Department Scheduler: _____



Measure distance

Total distance: 3.11 mi (5.00 km)