

Policy Effective Date: 03/04/2015

Policy Expiration 03/04/2016

Bond Effective

Dram Cancel Date:

Outdoor Service Effective 07/25/2015

Outdoor Service Expiration 07/26/2015

Temp Transfer Effective

Temp Transfer Expiration Date:



Windsor Heights Police Department

Phone: (515) 277-4453

1133 66th Street

Fax: (515) 271-8160

Windsor Heights, Iowa 50324

www.windsorheights.org

To: Windsor Heights City Council through Administrator Klein

Re: Car show to be held at Sherwood Forest on July 25th from 2-7pm

Date: 13 July 2015

On Saturday, July 25, 2015 from 2-7pm a car show will be held in the Sherwood Forest parking lot in Windsor Heights. Colby Interests has granted permission for The Ridgemont bar to partner with KW Enterprises to host the event in the Sherwood Forest parking lot. I have met with the stakeholders of this event and required the following conditions be submitted prior to final authorization being granted to host the event per Windsor Heights's city code:

- Memo from Colby Interests granting authority at event location
- Noise permit submitted from Colby Interests
- Liquor license application and dram shop insurance from The Ridgemont on file with ABD for extension of outdoor service permit for date of the event
- Hiring of an extra duty police officer to supervise alcohol sales, possession, and consumption during the event as well as attendee behavior (2-7pm)
- Promotional details of the event as well as a map specifically outlining areas of parking lot to be occupied and where alcohol sales will be limited to

During the course of this review process, the zoning administrator and commercial fire inspector were consulted for any additional potential code requirements. None were recommended due to no temporary structures being put in place. Food vendors will be on site but will not be required to file separate transient merchant permits due to the vendors being contracted by The Ridgemont and conducting sales through a ticket-based system rather than cash purchasing.

All necessary documents for this event are on file and have been reviewed. It is my recommendation that the council take final action at this time to approve the liquor license application for an extension of outdoor service at The Ridgemont bar on July 25th.

Respectfully,

Dennis W. McDaniel
Chief of Police and Fire Services

July 13, 201

City of Windsor Heights
c/o: Chief of Police McDaniels
1133 66th St
Windsor Heights, IA 50324

RE: Car show at Sherwood Forest –

To whom it may concern:

This letter will serve as our explanation of the participants and their involvement with the car show scheduled for Saturday, July 25th, 2015 from 2pm-7pm.

The Ridgemont and KW Enterprises have partnered to host a car show at the Sherwood Forest property located at 7460-7470 Hickman Rd in Windsor Heights. This property is owned by the Sherwood Forest Company/Colby Interests.

Sherwood Forest Company has given authorization for the car show to be held on their property. Sherwood Forest Company has also filed the noise permit for this event.

The Ridgemont and KW Enterprises will handle all of logistics surrounding the car show: security, participant entry into car show, music, beer tent area, vendors, etc.

Sherwood Forest Company/Colby Interests has no true involvement with the car show other than granting the permission for the car show to be held on our property and the filing of the noise permit.

If you have any further questions or require additional information, please contact me at 515-480-7596 or via email at james@colbyintersts.com.

Yours truly,



James Smith
VP of Property Management
Colby Interests

City of Windsor Heights
1133 66th Street
Windsor Heights, Iowa 50324
515.279.3662



**Windsor
Heights**
the heart of it all

Temporary Noise Permit

Application Date: 7-10-15

Address/Location: 7460 Hickman Rd, Windsor Heights, IA 50324

Contact Name: James Smith Phone: 515-274-3411

Email: james@colbyinterests.com

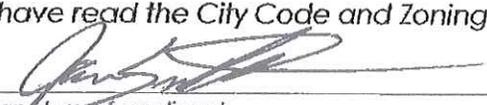
Date & Time of Use: July 25th, 2015 2-7 pm

Description of Event: car show at Sherwood Forest

Type of sound: DJ and possible motorcycle engines

Proposed sound pressure level output of sound equipment: Normal music level for exterior events

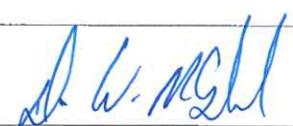
I have read the City Code and Zoning Map received with this application.


Signature of applicant

FEES: \$20.00 per day

Type of Permit: (A) B C D E

Notes: Not to exceed 60 dB when measured at the real property boundary of the private residence alleging a sustainable noise disturbance.

APPROVED: 

Police Chief

Date 7-13-15

Payment Received: _____

date/method/initials

Hickman Rd

Assef Building

Car Show Entrance



Meet Parking

Car Show Parking

NO PARKING

no alcohol beyond this point
Vendors

Premium Parking

Google



Dennis McDaniel

From: Amanda Baxter <aebaxter22@yahoo.com>
Sent: Monday, July 13, 2015 9:28 AM
To: Dennis McDaniel
Subject: Fw: Car Show

Amanda Baxter
Midwest Associates
1441 29th St. #215
West Des Moines, IA 50266
515.218.1907 ex 701



On Monday, July 13, 2015 8:20 AM, Dora Stevens <dorystevens10@hotmail.com> wrote:

Here is the information for the car show, can one of you please forward on to the Windsors Heights Police Department? I think you should have an email from the officer. They need it ASAP this morning. Thanks!!

MWExclusive X The Ridgemont Present: The Meat - July 25, 2015

The event kicks off at 2 PM and ends at 7PM. The Ridgemont is hosting the official after party from 7PM-Close!

The Meat will have a car show and premiere parking (outlined in the admission section below), which gets you admission into the car show portion of the event. The car show will be judged in vendor favorite format. (Each vendor has a trophy to give out based on their judging.)

Vendors:

- If you or your business/organization is interested in becoming a sponsor, please send us a message via our Facebook page or email daniel@mwexclusive.com.

Admission:

- Spectators and meet parking is FREE!
- General car show admission is \$15...
- Premiere parking is available for \$25 which gives admission to the car show portion of the event with a premium parking spot near the vending area. In addition to the show admission premiere parking also comes with a free sticker grab bag! Premiere parking is very limited, so get your pass

fast!

Our online ticket processor has small fees that add on to final price

Food/Drinks:

- There will be hamburger and hot dog meals available for purchase. (Meals come with hamburger or hot dog, chips, and a drink).
- Meal tickets cost \$10 and can be purchased at the gate or MWExclusive booth.
- Individual food or drink tickets can be purchased for \$1 each.
- The Ridgemont will have alcoholic beverage available for purchase.

Entertainment:

- There will be a DJ on site playing music for everyone's enjoyment.
- The Ridgemont will be hosting an after party from 7PM until close.

Restrooms:

- We will have portable restrooms on site.

Rules:

- Please drink responsibly.
- Pets welcome. Must be leashed. Please bring extra water for them if you decide to bring them out. Please pick up after your pet, if you do not, you will be asked to leave.
- No drifting/sliding/racing
- No burnouts/ excessive revving
- No fighting
- Respect each others cars
- If you have trash, please pick up after yourself
- Yes, we meant to spell it meat
- Keep it kid friendly. There will be children present, so act accordingly.
- Be respectful with your music, we have a DJ playing music for the event.
- Any violation of these rules is subject to immediate ejection from the grounds by security officials.

If you have any questions or concerns at the event, feel free to talk to a staff member.