

**Memorandum
Office of the City Clerk**



To: Randall Tweet, Interim City Manager
Subject: Outdoor Plaza Event-Steve's Old Time Tap
Date: May 31, 2017

Attached is a Plaza Activity/Event Application for Steve's Old Time Tap requesting to host the 6th annual CCKMA Car & Bike Show to be held on Sunday, August 20, 2017 from 2:00 to 5:00 p.m.

In addition, Steve's Old Time Tap is requesting that 17th Street between 2nd and 3rd Avenue, the parking lot adjacent to Steve's Old Time Tap and the Stern Center (Bridges Catering) and 3rd Avenue between 17th Street and 18th Street be closed for this event.

All food and alcohol that will be purchased will be prepared and sold inside Steve's Old Time Tap. Steve's Old Time Tap is requesting permission for the consumption of alcohol in the parking lot area. Wristbands will be utilized for age verification.

Steve's Old Time Tap is leasing the Stern Center parking lot to Steve's Old Time Tap for 2017. In addition, Bridges Catering is granting Steve's Old Time Tap permission to serve alcohol in the enclosed parking lot for this event.

There will be a DJ broadcasting music during the event; permission for sound amplification is also requested.

Steve's Old Time Tap is requesting that the permit fee be waived due to this event being a charitable fundraiser for CCKMA.

Mayor Thoms has approved the request. The certificate of insurance is attached.

RECOMMENDATION:

It is recommended that Council approve the event for Steve's Old Time Tap with sound amplification; the street closures; and waive the permit fee; subject to complying with all liquor license regulations and subject to being closed down early if noise complaints are received.

Submitted by: Judith H. Gilbert, City Clerk

Approved by: Randall Tweet, Interim City Manager



May 22, 2017

City Clerk
City of Rock Island
1528 Third Avenue
Rock Island, IL 61201

Dear City Clerk,

On ~~Saturday~~ ^{Sunday}, August 20th 2017, Steve's Old Time Tap would like to again host the Free CCKMA Car and Bike Show. This will be our 6th year hosting this event.

The event will be located on 17th Street, between 2nd Avenue and 3rd Avenue, and on 3rd Avenue between 17th and 18th Street and in the parking lot adjacent to Steve's Old Time Tap. Steve's is renting the parking lot from Bridges for the year of 2017. The streets will be closed at 11:00 am for set up of the event till the end of cleanup of the event at 7 pm.

All food that will be purchased for consumption by the general public will be prepared inside Steve's Old Time Tap. Persons wishing to purchase alcohol will be required to have a wristband once proof of legal age has been verified. We are also requesting sound amplification for a DJ who will broadcast music during the event. The event will be free to the public.

We ask that the \$250 charge be waived since this is a fundraiser for CCKMA (Cancer Can Kiss My A--).

Attached is a completed Event Permit application. I have contacted our insurance carrier and a certificate of insurance will follow. Thank you.

Sincerely,

Jeff Rusk
Steve's Old Time Tap

CITY OF ROCK ISLAND
Great River Plaza

ACTIVITY / EVENT PERMIT

1. APPLICANT INFORMATION

NAME (FIRST, MIDDLE INITIAL, LAST)	HOME ADDRESS	CITY	STATE	ZIP CODE
Jeffrey L. Rusk	2210 38 th ST	RI	IL	61201
E-MAIL	TELEPHONE NO.	CELL PHONE NO.		
	309 788 4302			

ORGANIZATION NAME LUCKY LUGER'S LLC. D.B.A. STEVE'S OLD TIME TAP	E-MAIL		
ADDRESS 223 12 th ST	CITY Rock Island	STATE IL	ZIP CODE 61201
AREA CODE/TELEPHONE NO. 309 786 4543			

2. STATUS OF ORGANIZATION / ACTIVITY PERMIT FEES

- Not For Profit Organization:** \$20.00 application fee per activity / event and \$35.00 permit fee per activity / event.
- A. EDUCATIONAL
 B. FRATERNAL
 C. POLITICAL
 D. CIVIC
 E. RELIGIOUS
 F. OTHER NOT FOR PROFIT
- For Profit Organization:** \$35.00 application fee per activity / event and \$250.00 permit fee per activity / event.

Application fee must be paid when application is submitted.
Permit fee is due one week prior to the activity / event.

3. CONTACT PERSON

NAME (FIRST, MIDDLE INITIAL, LAST)	HOME ADDRESS	CITY	STATE	ZIP CODE
Jeffrey L. Busk	2210 38 th ST	R.I.	RI	01201
E-MAIL	TELEPHONE NO.	CELL PHONE NO.		
	309 788 4302			

4. ACTIVITY / EVENT DETAILS

SETUP OF EVENT: (MONTH/DAY/YR)	SET UP BEGINS (AM/PM)	SET UP ENDS: (AM/PM)
Aug 20, 2017	11 Am	2 pm

CLEAN UP OF EVENT: (MONTH/DAY/YR)	CLEAN UP BEGINS (AM/PM)	CLEAN UP ENDS: (AM/PM)
Aug 20 2017	5 pm	7 pm

DATE OF EVENT: (MONTH/DAY/YR)	EVENT TIME: EVENT STARTS (AM/PM)	EVENT TIME: EVENT ENDS (AM/PM)
Aug 20 2017	2 pm	5 pm

A. TYPE OF ACTIVITY / EVENT

- CONCERT
 OTHER MUSIC
 CRAFTS
 ART SHOW
 INFORMATION
 CIRCUS / CARNIVAL
 ANIMAL SHOW
 PUBLIC SPEAKERS
 OTHER car show

Name of Activity / Event: CC KMA car + Bike show

Number of Attendees expected: 80

B. LOCATION OF ACTIVITY / EVENT

- PLAZA AREA / WEST
 PLAZA AREA / EAST
 STAGE AREA / EAST
 ARTS ALLEY

Purpose of Event / Activity: car show to raise money for
CEKMA Foundation

C. ITEMS TO BE SOLD OR DISTRIBUTED DURING ACTIVITY / PERMIT

Indicate the number of vendors, booths, trailers etc. for each and detail their location on the event map

- ALCOHOL # ___ FOOD # ___ CRAFTS # ___ BROCHURES # ___ OTHER SHIRTS
- STAGES # ___ All Food & Alcohol will only be served
inside Steve's Old Time Tap
If food is being distributed or sold, the City Health Inspector must be contacted.

D. STREET CLOSING REQUESTED (also identify on attached map)

17th ST BETWEEN 2nd & 3rd AVE, PARKING LOT ADJACENT TO
STEVE'S OLD TIME, 3rd AVE BETWEEN 17th & 18th ST

E. ADDITIONAL EQUIPMENT/WORK BEING REQUESTED FROM CITY (banners hung, extra trash barrels, barricades, etc.) 40 Barricades, 12 Trash Barrels,
4 road closed signs

- You are responsible for setting up, cleaning up and each of the applicable items on the attached Great River Plaza Operation Plan.
- You are required to have General Liability Insurance in a minimum amount of \$300,000.00 for Personal Injury and \$50,000.00 for Property Damage. The City of Rock Island should be named as an Additional Insured. Please attach copies of required insurance certificate. Insurance is to be submitted to the City Clerk a minimum of one week prior to the date of the event.
- Council approval is required for all activities on the Great River Plaza. Changes can only be made by contacting the City Clerk to obtain Council approval. Please note: requests for changes that require Council approval should be received by the City Clerk at least two weeks prior to Council meeting. Council can only act on items that are on the printed agenda for that meeting. Items that require decisions can no longer be added to the agenda once it is printed and distributed.
- Sound Amplification must be specifically requested.
- Alcohol sales require a state and local license, and alcohol sales must be in a properly demarcated area which prevents entry by minors in accordance with Chapter 3 of the Code of Ordinances of the City of Rock Island. You must also detail security plans establishing your system for checking identification and verifying age.
- Alcoholic beverages cannot be sold/served in glass or cans on the plaza. All alcoholic beverages will be served in plastic cups.
- If you are planning an entertainment venue or activity on the Plaza, you will need to hire an appropriate number of Police Officers as determined by the Police Department. Arrangements must be made at least one month prior to your scheduled event. You may contact the Agent assigned to the Office of Professional Standards at (309) 732-2402.

We, the undersigned (applicant and leader of the Sponsoring Organization for the activity / event(s) described on page one), have read and understand the ordinances and regulations that apply to the Great River Plaza. We agree to pay the required fees and provide the certificate of insurance. We understand that these fees and the Insurance Certificate need to be provided to the City Clerk before the activity / event (s) can occur. We agree to share this information with the other members of the Sponsoring Organization and we will abide by all rules and regulations of the City of Rock Island and the State of Illinois in relation to our activity / event(s).

Applicant *[Signature]*, *R. Reik* Date *5-23-17*

Organization Leader *[Signature]*, *R. Reik* Date *5-23-17*

DO NOT WRITE BELOW THIS LINE...TO BE COMPLETED BY THE CITY CLERK'S OFFICE

Application Fee Permit Fee

Approved by City Council

Approved by City Clerk

License No.

Application Fee Receipt No Permit Fee Receipt No.
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License Printed - Date License Delivered - Date
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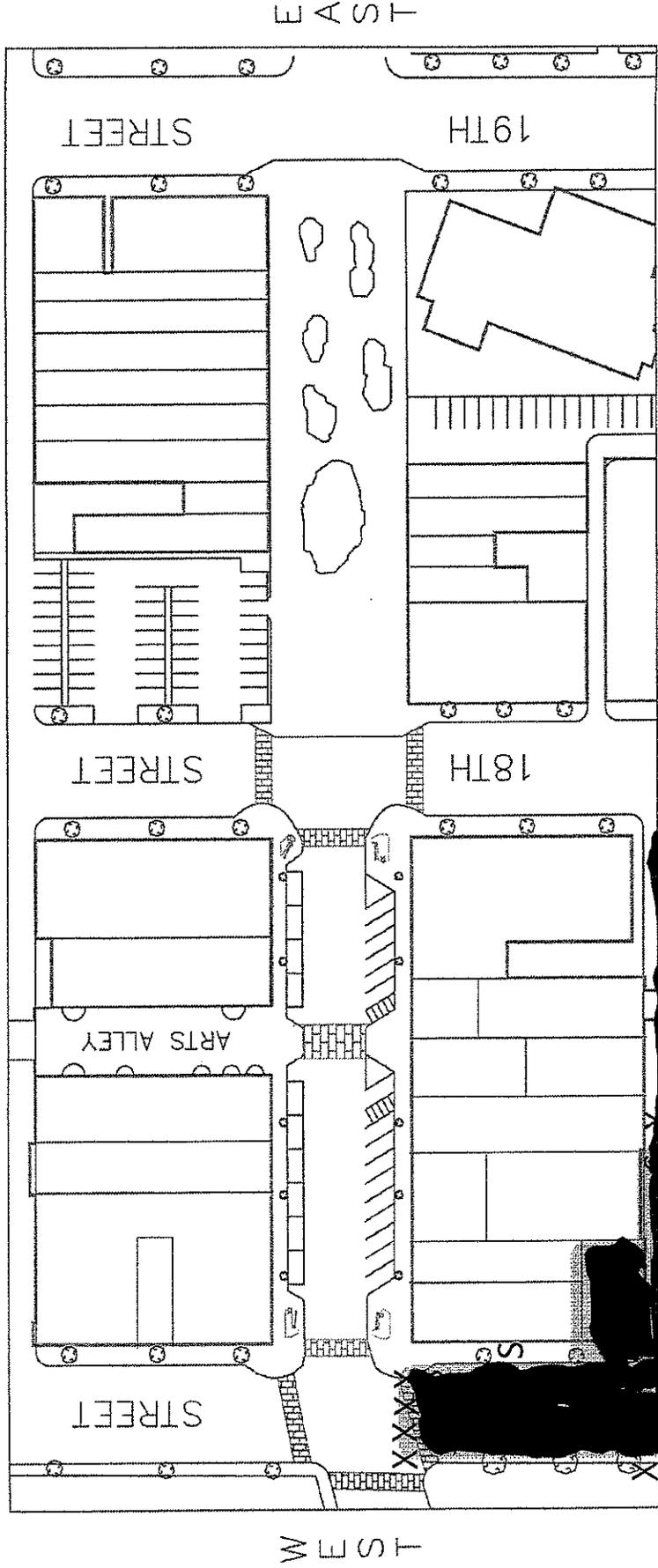
**Return Application, Certificate of Insurance and Great River Plaza Operations Plan to:
City Clerk's Office, 1528 3rd Avenue, Rock Island, IL. 61201 (309) 732-2010**

CC Km A car show
Aug 20th 2017

Blackout marks the streets & parking lot closure

G R E A T R I V E R

NORTH



Prepared By: City of Rock Island,
Planning & Redevelopment Division
February 2004

C I S X Security Guard monitoring entrance / exits S L A N D

X = Barricades
—— = Fence

To Whom it May Concern,

Jeff Rusk leases the parking lot adjacent to The Stern Center and has my permission to have alcohol served on it August 20, 2017. If you have any questions please feel free to call (309) 269-7499.

Thank You,

A handwritten signature in black ink that reads "Bill Healy". The signature is written in a cursive style, with the first name "Bill" and the last name "Healy" clearly legible. A long, sweeping horizontal line extends from the end of the signature across the page.

Bill Healy

The Stern Center