

**Memorandum  
Office of the City Clerk**

**To:** Thomas Thomas, City Manager  
**Subject:** Labor Day Parade  
**Date:** August 20, 2012



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Attached is the application for the 28<sup>th</sup> annual Labor Day Parade to be held on Monday, September 3, 2012 from 9:30 am to noon. The Labor Day Parade is covered under City insurance. The theme for this year is "What Makes Us Rock."

The parade starts at 33<sup>rd</sup> Street and marches west along 18<sup>th</sup> Avenue. At 24<sup>th</sup> Street, the parade turns left and continues south to 25<sup>th</sup> Avenue. The parade then turns right, travels west across 17<sup>th</sup> Street and disbands into the Rock Island High School parking lots.

This event will be coordinated with Public Works/Streets and the Police Department.

**RECOMMENDATION:**

It is recommended that Council approve the event.

**Submitted by:** Aleisha L. Patchin, City Clerk

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**Approved by:** Thomas Thomas, City Manager



ROCK ISLAND  
ILLINOIS

CITY OF ROCK ISLAND  
LICENSE APPLICATION  
ACTIVITY PERMIT

Type of Activity: (Check Appropriate Activity)

<input checked="" type="checkbox"/> Parade	<input type="checkbox"/> Run	<input type="checkbox"/> Walk	<input type="checkbox"/> March	<input type="checkbox"/> Bicycle Ride	<input type="checkbox"/> Other (specify below)
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Day/Date of Activity: Monday, September 3, 2012

Event Start Time: 9:30 a.m. Event Ending Time: Noon

Set-up Start Time: 7:30 a.m. Clean-up End Time: 12:30 p.m.

City of Rock Island  
Sponsor Name/Organization  
1528 Third Avenue  
Address  
W-732.2923  
Telephone

Mary Chappell - CED  
Contact Person  
Rock Island, IL 61201  
Address  
C/269.7844 /H-786.5251  
Telephone

Estimated number of: (Put Number in Appropriate Boxes)

Bands	Floats	Vehicles	Wheelchairs	Participants	Horses	Other (Specify)
5	10	100+		1,500+-	10+-	Walkers

Number of volunteers available for traffic control: 0  
(Contact Police Department to arrange for traffic control. Telephone No. 732-2402.)

Tail car provided by sponsor?  Yes  No Police support

Ambulance/first aid provided by sponsor?  Yes  No Fire Dept

Route for activity: **Detailed description and map of city streets and property involved in activity must be attached to this application. Starting and ending locations as well as direction of travel need to be clearly indicated. If State-owned streets are included in route, Department of Transportation permission will be required for closing of streets. Please allow additional time (at least one month to six weeks) for this to be completed.**

Are any State-owned streets involved?  Yes  No  Unknown

Identify State-owned streets, if known. \_\_\_\_\_

Does sponsor provide barricades?  Yes  No  
Coordinated with Public Works/  
Street's Dept. and Police.

Are barricades required from City?  Yes  No Qty: 60+

Insurance requirements: In submitting this application, the undersigned agrees to provide certification of Liability Insurance Coverage for this event in an amount not less than \$300,000.00 for any person, and \$500,000.00 for any one accident, with the City of Rock Island being listed as additional insured for claims or damages which may arise out of said event. The undersigned further agrees to reimburse the City of Rock Island for any and all costs that exceed \$200.00 for the use of City streets and personnel.

X City Event - City Insurance

**All required insurance papers must be attached to this application. Permit cannot be issued without proof of insurance.**

Mary M. Chappell  
Signature of Applicant

8/16/12  
Date of Application

Note: A copy of your application will be submitted to the Police Department so they will be able to assist you with any needed traffic control.

**Do not write below line - to be completed by City Clerk's Office**

Route map and/or information included:  Yes  No

Insurance information included:  Yes  No City Event - City Insurance

City Council approval: \_\_\_\_\_

City Clerk approval: \_\_\_\_\_

License / Permit number: \_\_\_\_\_

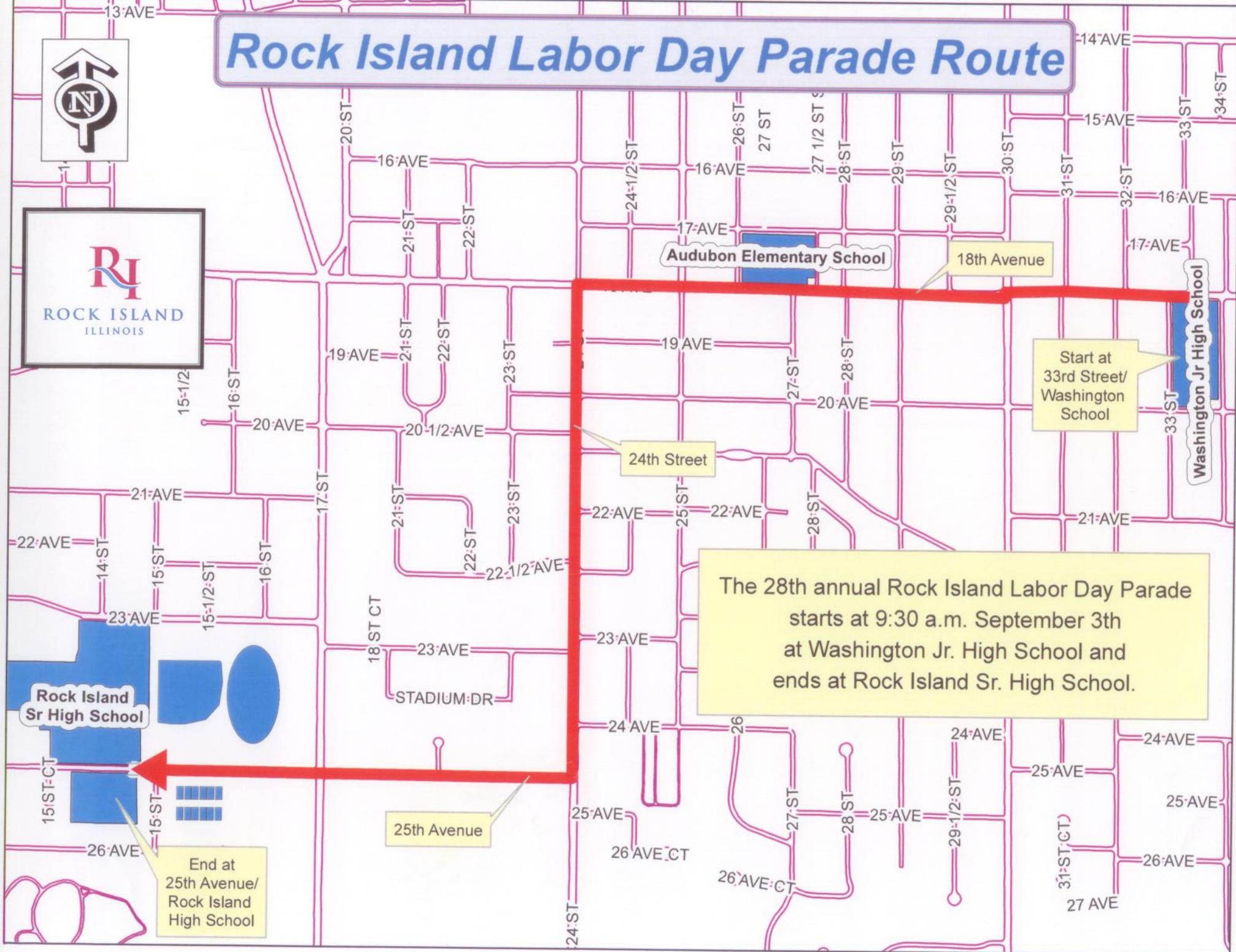
License Printed: \_\_\_\_\_ License Delivered: \_\_\_\_\_

Return completed application,  
Insurance Certificate, Map and any other additional documents to:

City Clerk's Office, 1528 3<sup>rd</sup> Avenue, Rock Island, IL 61201

Call 309-732-2010 if you have questions.

# Rock Island Labor Day Parade Route



Audubon Elementary School

18th Avenue

Start at  
33rd Street/  
Washington  
School

Washington Jr High School

The 28th annual Rock Island Labor Day Parade starts at 9:30 a.m. September 3th at Washington Jr. High School and ends at Rock Island Sr. High School.

Rock Island Sr High School

End at  
25th Avenue/  
Rock Island  
High School

25th Avenue

24th Street

28<sup>th</sup> Annual



# ROCK ISLAND LABOR DAY PARADE



The City of Rock Island invites you to participate in the 28<sup>th</sup> Annual Old-fashioned Labor Day Parade scheduled for **Monday, September 3, 2012**. Build a float, enter your business vehicle, organization, school, church van or simply walk the parade route. All clowns, hula-dancers, neighborhood groups, families, schools, church and civic groups are welcome to join the fun!

This year's parade theme is "**What Makes Us Rock?**" What is it about our community that makes it so **SPECIAL**? Is it our libraries, the neighborhoods or one of the city parks? Is it a particular school, a church, a restaurant or the riverfront? What about the bike path or the access to so many outdoor activities? Is it a neighbor, a sports team, a business, a locally made product or a favorite pet? The possibilities are endless! **Note:** Non-theme related entries are always welcome in the parade!

**Parade Route:** The parade starts at 33<sup>rd</sup> Street and marches west along 18th Avenue. At 24th Street, the parade turns left and continues south to 25th Avenue. The parade turns right, travels west across 17th Street, and disbands into the Rock Island High School parking lots.

**Entry Fee:** \$5 for a family or individual entry.  
\$10 for a business or organization.

**Parade Day Schedule:**

8:30 a.m.	Participants check-in and line-up
9:30 a.m.	Parade begins
11:45 a.m.	Parade disbands into RIHS grounds

Please return this form with participation fee by **Monday, August 20, 2012** to:

**PARADE - MARY CHAPPELL**

City of Rock Island - CED  
1528 3rd Avenue, Rock Island, IL 61201  
Fax entry to: 309-732-2930

**Questions?** Call Mary at: 732-2923 or  
Art Milton at 788-6157  
e-mail: [chappell.mary@rigov.org](mailto:chappell.mary@rigov.org)

**CONTACT PERSON:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**GROUP NAME:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_

**e-mail:** \_\_\_\_\_

**DESCRIBE ENTRY** (please provide info on number of vehicles, approximate length, etc...)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Any music with your entry?** \_\_\_\_\_

Thank you!