

**Memorandum
Office of the City Clerk**

To: Thomas Thomas, City Manager
Subject: Plaza Events - 2013
Date: February 12, 2013



Attached is a list of event applications that have been submitted to this office for approval by Council. Each application has been reviewed and approved by Executive Director Catherine Rodgers-Ingles. The City Clerk has also reviewed and approved each application. Most street closings for each event are the same as in past years. Application fees have been submitted for these events, and Certificates of Insurance have been received for most and will be coming in prior to the events as they have in the past.

There are three letters requesting a waiver of fees. The District is requesting a waiver of the \$20.00 application fee and the \$35.00 permit fee for the two Gallery Hops and Fright Night. As in years past, these fees have been waived. These three (3) events are provided to the public at no cost and benefit the community and local businesses. The letter is attached.

Steve's Old Time Tap is sponsoring the Spring Chaser 5K Run/Walk. However, all proceeds benefit the American Red Cross of the Quad Cities area. This year, they are requesting that the \$250.00 permit fee be waived. This event is scheduled for Saturday, April 27, 2013. The letter is attached.

The Daiquiri Factory is sponsoring the American Cancer Society (Rock Island Chapter) Fundraiser – 9th Annual Labor Day Ride for Non-Hodgkin's Lymphoma and is requesting a waiver of the \$35.00 application fee and \$250.00 permit fee. This event is scheduled for Saturday, August 31, 2013 and will be held in conjunction with the Grand Prix. The request is for Parking Lot F. The letter is attached. In the past, the fees have been waived.

Attached is a Resolution for the American Heart Association's Quad Cities Heart Walk, which will be held on Saturday, May 18, 2013 from 8:00 am to noon. The northbound on-ramp to the Centennial Bridge will need to be temporarily closed for traffic regulation for the walkers.

In addition, a Resolution is attached for the temporary lane closure of Illinois 92 (1st Avenue) from 17th Street to 18th Street for the 48th annual Quad Cities Criterium to be held on Monday, May 27, 2013 from 8:00 am to 6:00 pm.

RECOMMENDATION:

It is recommended that Council approve the events as well as the waiver of fees for the two Gallery Hops, Fright Night, the annual Labor Day Ride for Non-Hodgkin's Lymphoma and the Spring Chaser, and adopt the Resolutions for the American Heart Association's Quad Cities Heart Walk and the Quad Cities Criterium.

Submitted by: Aleisha L. Patchin, City Clerk

Approved by: Thomas Thomas, City Manager

2013 PLAZA AND DISTRICT EVENTS LIST

DATE	EVENT	HOURS	SPONSOR	LOCATION & STREET CLOSURES
Sat. April 27 Setup time at 6:00am	7 th Annual Steve's Old Time Tap Spring Chaser (5K Run-Walk)	9:00am to Noon	Steve's Old Time Tap & American Red Cross of the QC	Plaza/West 17 th St. at 3 rd Ave. & 2 nd Ave.
Sat. Mar. 16 Setup Mar 16 6:00am	Grand Parade Viewing Party	9:00am to 7:00pm	Steve's Old Time Tap	17 th St. between 2 nd Ave. & 3 rd Ave. & adjacent parking lot
Fri. May 10 Setup begins at 3:00pm	Gallery Hop	5:00pm to 10:00pm	District	Plaza West/East, Stage East and Arts Alley
Fri. May 10 & Sat. May 11	Concert Series	5:00pm to 12:30am	RIBCO	Plaza East Stage / East
Fri. May 17 & Sat. May 18	Concert Series	6:00pm to 12:30am	RIBCO	Plaza East Stage / East
Sat. May 18 Setup Fri. May 18 at 7:00am	Quad Cities Heart Walk	8:00am to noon	American Heart Association	Plaza East / West Stage / East Lot F & Resolution
Fri. May 24 to Sun. May 26	Memorial Weekend Concert	5:00pm to 12:30am each night	RIBCO	Plaza East Stage / East
Mon. May 27 Setup begins on Sun. May 26 8:30am	Quad Cities Criterium	5/27 Bike Rodeo 9:00am to noon 5/27 Bicycle Races 8:00am to 6:00pm	District	Plaza East/West Stage East, Arts Alley Lot F & C Highway IL. 92 (1 st Ave.) Resolution
Fri. May 31 & Sat. June 1	Summer Concert Series	5:00pm to 12:30am	RIBCO	Plaza East/West Stage / East
Fri. June 7 & Sat. June 8 Setup begins at 11:00am on Thur. June 6	Gumbo Ya Ya	June 7 5:00pm to 12:30am June 8 4:00pm to 12:30am	District	Plaza East/West, Stage East and Arts Alley - 2 nd Ave. between 17 th & 19 th St. & 18 th St. between 1 st & 3 rd Ave. Lot F
Sat. June. 15 Setup begins Thur. June 13 at 1:00pm	Plaza Event	Noon to 12:30am	Daiquiri Factory	Plaza East/West Stage/East 2nd Ave. between Arts Alley & 18 th St. & 18 th St. between 1 st & 3 rd Ave & Lot F
Fri. June 21 & Sat. June 22	Summer Concert Series	5:00pm to 12:30am	RIBCO	Plaza East Stage / East
Sat. June 29 Setup begins Thurs. June 27 at 1:00pm	Plaza Event	Noon to 12:30am	Daiquiri Factory	Plaza East/Stage East & Lot F 2 nd Ave. between Arts Alley & 18 th St. & 18 th St. between 1 st & 3 rd Ave.

2013 PLAZA AND DISTRICT EVENTS LIST

Fri. July 5 to Sun. July 7	Summer Concert Series	5:00pm to 12:30am	RIBCO	Plaza East Stage / East
Sat. July 13 Setup begins Thurs. July 11 at 1:00pm	Daiquiri Factory's 9 th Anniversary Party	7:00pm to 12:30am	Daiquiri Factory	Parking Lot F
Fri. July 19 & Sat. July 20	Summer Concert Series	5:00pm to 12:30am	RIBCO	Plaza East Stage / East
Fri. Aug. 9 Sat. Aug. 10 Setup begins Wed. Aug. 7 at 8:00am	Ya Maka My Weekend	8/9 5:00pm to 12:30am 8/10 noon to 12:30am	District	Plaza West/East, Stage East, Arts Alley & Lot F 2 nd Ave. between 17 th & 19 th St. & 18 th St. between 1 st & 3 rd Aves. 19 th St. between 1 st & 3 rd Aves.
Fri. Aug. 23 & Sat. Aug. 24	River City Beer Festival	11:00am to 9:00pm Actual Event Aug. 24	RIBCO	Plaza East Stage / East & Lot F
Fri. Aug. 30 - Sun. Sep. 1	Labor Day & Go-kart Weekend Concert	5:00pm to 12:30am each night	RIBCO	Plaza / East Stage / East
Sat. Aug. 31 & Sun. Sept. 1 Setup - Fri. Aug. 30 at 8:00am	Rock Island Grand Prix	8/31 and 9/1: 8:30 am to 6:00pm	District	Downtown Streets & Lot C
Sat. Aug. 31	9 th Annual Labor Day Ride For Non - Hodgkin's Lymphoma	11:00am to 9:00pm	Daiquiri Factory & American Cancer Society	Parking Lot F
Fri. Sept. 13 - Sat. Sept 14	Summer Concert Series	5:00pm to 12:30am	RIBCO	Plaza / East Stage / East
Fri. Sept. 20 - Sat. - Sept. 21	Summer Concert Series	5:00pm to 12:30am	RIBCO	Plaza / East Stage / East
Fri. Sept. 27 - Sat. Sept. 28	Summer Concert Series	5:00pm to 12:30am	RIBCO	Plaza / East Stage / East
Thur. Oct. 24 Setup begins at Noon	Fright Night in The District	5:00pm to 8:00pm	District	Plaza West/East, Stage East and Arts Alley - 2 nd Ave. between 17 th & 18 th St. & intersection of 18 th St. & 2 nd Ave. Lot F
Sat. Oct. 26 Setup begins Wed. Oct. 23 at 8:00am	Boneyard Boogie	7:00pm to 12:30am	Daiquiri Factory	Plaza / East, Stage East & Lot F only
Fri. Dec. 6 Setup begins at 3:00 pm	Gallery Hop	5:00pm to 10:00pm	District	Plaza East/West Stage East & Arts Alley



- Development Association of Rock Island
- Rock Island Economic Growth Corporation
- The Downtown Rock Island Arts & Entertainment District

January 21, 2013

Ms. Aleisha Patchin, City Clerk
City of Rock Island
1528 Third Avenue
Rock Island, IL 61201

Dear Aleisha,

Enclosed please find applications for the following events:

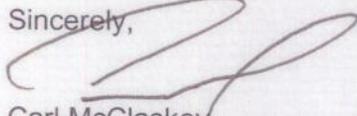
Gallery Hop!	May 10, 2013
Quad Cities Criterium	May 27, 2013
Gumbo Ya Ya	June 7 & 8, 2013
Ya Maka My Weekend	August 9 & 10, 2013
Rock Island Grand Prix	August 31, 2013
Fright Night in The District	September 1, 2013
Gallery Hop!	October 24, 2013
	December 6, 2013

As in the past, we are requesting that the Application and Permit fees be waived for the 2 Gallery Hops, and Fright Night in The District. These events are non-revenue generating and benefit the community and local businesses. These events are provided to the public at no cost.

I have also enclosed a copy of the 2012 Highway Resolution, for use of Rt. 92 (First Avenue) during the Quad Cities Criterium. I have highlighted the necessary changes and revisions and ask that you forward me the approved copy.

I will forward all necessary certificates of insurance upon their renewal in May, 2013. A check for \$140.00 is enclosed to cover the application fees.

Sincerely,


Carl McClaskey
Special Events Coordinator
The Downtown Rock Island Arts & Entertainment District

January 28, 2013

Ms. Aleisha Patchin
City Clerk
1528 Third Avenue
Rock Island, IL 61201

Event Permit Request

Dear Ms. Patchin:

We are requesting a permit for our seventh annual event, Steve's Old Time Tap Spring Chaser, to be held Saturday, April 27, 2013. This event is a 5K Run/Walk and all proceeds benefit the American Red Cross of the Quad Cities Area. Since the inception of our event in 2007, we have raised over \$19,000.

This year we are requesting that the permit fee be waived. This event not only draws people to downtown Rock Island, but is a non-revenue generating event; all proceeds go to the American Red Cross of the Quad Cities Area and help support vital lifesaving programs and services including disaster relief and health and safety education, and help raise awareness and funding. On our behalf, please share this letter of request with the Rock Island City Council Members to consider waiving the \$250 permit fee.

Enclosed with our permit application, please find a course map, proof of insurance and contact information for both race directors.

If you have any questions, please call Jayna Gallagher at 309-721-6378 or Jayna@ncpr.com, or Holly Sparkman at 309-269-2141 or hk@sparkmaninternet.com. Thank you for your consideration.

Regards,

Jayna Gallagher and Holly Sparkman

January 22, 2013

Ms. Aleisha Patchin
City Clerk
1528 Third Avenue
Rock Island, IL 61201-8678

*OK
Jae 1/23/2013*

Dear Ms. Patchin,

I have submitted the completed City of Rock Island Great River Plaza Activity/Event Permit for your review. I understand these forms will be submitted to the Rock Island City Council Members for approval. On my behalf, please share this letter of request with the Rock Island City Council Members to consider waiving the \$35.00 Application Fee as well as the \$250.00 Permit Fee for Parking Lot F.

Here is the City of Rock Island's chance to bring more people downtown during day hours, and help raise money for research for Quad Citians diagnosed with Non-Hodgkin's Lymphoma. Non-Hodgkin's Lymphoma is a cancer of lymphoid tissues, a part of the lymphatic system. It is the fifth most common cancer in this country. It's a disease that affects 75,000 people every year, impacting the lives of countless family members, friends, and employers.

In conjunction with the American Cancer Society, Rock Island Chapter, (309-794-0601), I am in charge of the Seventh Annual Labor Day Ride for Non-Hodgkin's Lymphoma. This event will take place Saturday, August 31, 2013 and will begin and end at the Daiquiri Factory, 1809 2nd Avenue, Rock Island, Illinois. Last year we raised \$1100 toward research. **This year's goal is \$1500, with all revenue to be again donated to the American Cancer Society.**

How can you help? It's simple. Please consider waiving the \$35.00 Application Fee as well as the \$250.00 Permit Fee for Parking Lot F.

We hope you will choose to participate as Daiquiri Factory works to bring more people downtown, and raise charitable funds to aid local Quad Citians affected by this disease.

Thank you for your generous consideration,

Terri L. Freeze
Ph/309-944-5531
Fx/309-946-4131
tlfreeze@geneseo.net

CONQUERING LYMPHOMA: A COMMITMENT FOR LIFE

RESOLUTION NO. 15-2013

HIGHWAY RESOLUTION

WHEREAS, the **American Heart Association** is sponsoring a **Heart Walk** in the **CITY of ROCK ISLAND** which event constitutes a public purpose;

WHEREAS, this **Heart Walk** will require the temporary closure of the **northbound on-ramp to the Centennial Bridge, a State Highway in the CITY of ROCK ISLAND, at First Avenue.** (Note: When crossing the Centennial Bridge, will use sidewalk only – no closures needed.)

WHEREAS, Section 4-408 of the Illinois Highway Code authorizes the Department of Transportation to issue permits to local authorities to temporarily close portions of State Highways for such public purposes;

NOW THEREFORE, BE IT RESOLVED by the CITY COUNCIL of the **CITY of ROCK ISLAND** that permission to **temporarily regulate ramp traffic on the northbound on-ramp to the Centennial Bridge, a State Highway in the CITY of ROCK ISLAND, at First Avenue** as above designated, be requested of the Department of Transportation.

BE IT FURTHER RESOLVED that this closure shall occur during the approximate time period between the hours of **8:00 a.m. and 12:00 p.m. on Saturday, May 18, 2013.**

BE IT FURTHER RESOLVED that this closure is for the public purpose of use for the **American Heart Association/Heart Walk.**

BE IT FURTHER RESOLVED that traffic from that closed portion of highway shall be detoured over routes with an all-weather surface that can accept the anticipated traffic, which will be maintained to the satisfaction of the Department and which is conspicuously marked for the benefit of traffic diverted from the State Highway. *The detour route shall be as follows: **No Detour Needed.** *To be used when appropriate

BE IT FURTHER RESOLVED that the **American Heart Association** assumes full responsibility for the direction, protection, and regulation of the traffic during the time the detour is in effect.

BE IT FURTHER RESOLVED, that police officers or authorized flaggers shall, at the expense of the **American Heart Association**, be positioned at each end of the closed section and at other points (such as intersections) as may be necessary to assist in directing traffic through the detour.

BE IT FURTHER RESOLVED, that police officers, flaggers, and officials shall permit emergency vehicles in emergency situations to pass through the closed area as swiftly as is safe for all concerned.

BE IT FURTHER RESOLVED, that all debris shall be removed by the **American Heart Association** prior to re-opening the State Highway.

BE IT FURTHER RESOLVED, that such signs, flags, barricades, etc., shall be used by the **American Heart Association/Heart Walk** as may be approved by the Illinois Department of Transportation. These items shall be provided by the American Heart Association.

BE IT FURTHER RESOLVED, that the closure and detour shall be marked according to the Illinois Manual on Uniform Traffic Control Devices.

BE IT FURTHER RESOLVED that an occasional break shall be made in the procession so that traffic may pass through. In any event, adequate provisions will be made for traffic on intersecting highways pursuant to conditions noted above. (Note: this paragraph is applicable when the Resolution pertains to a parade or when no detour is required.)

BE IT FURTHER RESOLVED, that the **American Heart Association** hereby agrees to assume all liabilities and pay all claims for any damage which shall be occasioned by the closing described above.

BE IT FURTHER RESOLVED, that the American Heart Association shall provide a comprehensive general liability insurance policy or an additional insured endorsement in the amount of **\$100,000 per person and \$500,000 aggregate** which has the Illinois Department of Transportation and its officials, employees, and agents as insured and which protects them from all claims arising from the requested road closing.

BE IT FURTHER RESOLVED, that a copy of this Resolution be forwarded to the Department of Transportation to serve as a formal request for the permission sought in this Resolution and to operate as part of the conditions of said permission.

ADOPTED by the CITY COUNCIL of the CITY OF ROCK ISLAND this 18th day of February 2013, A.D.

MUNICIPAL CLERK

APPROVED by the CITY COUNCIL of the CITY of ROCK ISLAND this 18th of February 2013, A.D.

ATTEST: _____
MUNICIPAL CLERK

MAYOR

RESOLUTION NO. 16-2013

H I G H W A Y R E S O L U T I O N

WHEREAS, the **Quad Cities Bicycle Club** is sponsoring a **bicycle race** in the CITY of ROCK ISLAND which event constitutes a public purpose;

WHEREAS, this **bicycle race** will require the temporary closure of IL **92 (1st Avenue)**, a State Highway in the **CITY of ROCK ISLAND** from **17th Street to 18th Street**;

WHEREAS, Section 4-408 of the Illinois Highway Code authorizes the Department of Transportation to issue permits to local authorities to temporarily close portions of State Highways for such public purposes;

NOW THEREFORE, BE IT RESOLVED by the CITY COUNCIL of the CITY of ROCK ISLAND that permission to close off **IL 92 (1st Avenue)** from **17th Street** to **18th Street** as above designated, be requested of the Department of Transportation.

BE IT FURTHER RESOLVED that this closure shall occur during the approximate time period between **5:00 A.M. and 7:00 P.M. on Monday, May 27, 2013.**

BE IT FURTHER RESOLVED that this closure is for the public purpose of **conducting a Bicycle Race (Quad Cities Criterium).**

BE IT FURTHER RESOLVED that traffic from that closed portion of highway shall be detoured over routes with an all-weather surface that can accept the anticipated traffic, which will be maintained to the satisfaction of the Department and which is conspicuously marked for the benefit of traffic diverted from the State Highway. (The parking of vehicles shall be prohibited on the detour routes to allow an uninterrupted flow of two-way traffic.) * The detour route shall be as follows:
West bound traffic: South on 20th Street to 7th Avenue, West on 7th Avenue to 15th Street, North on 15th Street to 2nd Avenue, East on 2nd Avenue to 16th Street, North on 16th Street to 1st

Avenue/Rt. 92. East Bound Traffic: South on 16th Street to 5th Avenue, East on 5th Avenue to 20th Street to 1st Avenue/Rt. 92.

BE IT FURTHER RESOLVED, that the **Quad City Bicycle Club** assumes full responsibility for the direction, protection, and regulation of the traffic during the time the detour is in effect.

BE IT FURTHER RESOLVED, that police officers or authorized flaggers shall, at the expense of the **Quad Cities Bicycle Club**, be positioned at each end of the closed section and at other points (such as intersections) as may be necessary to assist in directing traffic through the detour.

BE IT FURTHER RESOLVED, that police officers, flaggers, and officials shall permit emergency vehicles in emergency situations to pass through the closed area as swiftly as is safe for all concerned.

BE IT FURTHER RESOLVED, that all debris shall be removed by the **Quad Cities Bicycle Club** prior to reopening the State Highway.

BE IT FURTHER RESOLVED, that such signs, flags, barricades, etc., shall be used by the **Quad Cities Bicycle Club** as may be approved by the Illinois Department of Transportation. These items shall be provided by the **Quad Cities Bicycle Club**.

BE IT FURTHER RESOLVED, that the closure and detour shall be marked according to the Illinois Manual on Uniform Traffic Control Devices.

BE IT FURTHER RESOLVED, that an occasional break shall be made in the procession so that traffic may pass through. In any event adequate provisions will be made for traffic on intersecting highways pursuant to conditions noted above. (Note: this paragraph is applicable when the Resolution pertains to a parade or when no detour is required.)

BE IT FURTHER RESOLVED, that the **Quad Cities Bicycle Club** hereby agrees to assume

all liabilities and pay all claims for any damage which shall be occasioned by the closing described above.

BE IT FURTHER RESOLVED, that the **Quad Cities Bicycle Club** shall provide a comprehensive general liability insurance policy or an additional insured endorsement in the amount of **\$100,000 per person and \$500,000 aggregate** which has the Illinois Department of Transportation and its officials, employees, and agents as insured and which protects them from all claims arising from the requested road closing.

BE IT FURTHER RESOLVED, that a copy of this Resolution be forwarded to the Department of Transportation to serve as a formal request for the permission sought in this Resolution and to operate as part of the conditions of said permission.

ADOPTED by the CITY COUNCIL of the CITY OF ROCK ISLAND this 18th day of February 2013, A.D.

City Clerk

APPROVED by the CITY COUNCIL of the CITY of ROCK ISLAND this 18th day of February, 2013 A.D.

Mayor Dennis E. Pauley

Attest: _____
City Clerk