

**Memorandum
Office of the City Clerk**

To: Thomas Thomas, City Manager
Subject: Plaza Events - 2014
Date: February 11, 2014



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 26, 2014. The letter is attached.

The Daiquiri Factory in conjunction with Gilda's Club Quad Cities is sponsoring the 7th Annual Quad City Ride for the Cure and requesting a waiver of the \$35.00 application fee and \$250.00 permit fee for Parking Lot F. This event is scheduled for Sunday, August 24, 2014. All proceeds will be donated to Gilda's Club Quad Cities. 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 17, 2014 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.

RECOMMENDATION:

It is recommended that Council approve the events as well as the waiver of fees for the two Gallery Hops, Fright Night, the Quad City Ride for the Cure and the Spring Chaser, and adopt the Resolution for the American Heart Association's Quad Cities Heart Walk.

Submitted by: Aleisha L. Patchin, City Clerk

Approved by: Thomas Thomas, City Manager

2014 PLAZA AND DISTRICT EVENTS LIST

DATE	EVENT	HOURS	SPONSOR	LOCATION & STREET CLOSURES
Sat. Mar. 15 Setup Mar. 15 6:00am	Grand Parade Viewing Party	9:00am to 7:00pm	Steve's Old Time Tap	17 th St. between 2 nd & 3 rd Ave. & 3 rd Ave. between 17 th & 18 th St. & adjacent parking lot (access allowed to hotel)
Sat. Apr. 26 Setup time 6:00am	8 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.
Fri. May 2 Setup begins at 3:00pm	Gallery Hop	5:00pm to 10:00pm	District	Plaza West/East, Stage East & Arts Alley
Sat. May 17	Summer Concert Series	6:00pm to 12:30am	RIBCO	Plaza/Stage East No Street Closings
Sat. May 17 Setup Fri. May 16 at 8:00am	Quad Cities Heart Walk	8:00am to noon	American Heart Association	Plaza East / West Stage / East 18 th St. intersection in front - Blue Cat, 18 th St. at 1 st Ave., intersection at Huckleberry's 18 th St & 3 rd Ave. Lot F & Resolution
Fri. May 23, Sat. May 24 & Sun. May 25	Summer Concert Series	6:00pm to 12:30am each night	RIBCO	Plaza/Stage East No Street Closings
Fri. May 30 & Sat. May 31	Summer Concert Series	6:00pm to 12:30am each night	RIBCO	Plaza/Stage East No Street Closings
Fri. Jun. 6 & Sat. Jun. 7 - Setup begins at 11:00am on Thur. Jun. 5	Gumbo Ya Ya	6/6 - 5:00pm to 12:30am 6/7 - 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
Fri. Jun. 13 & Sat. Jun. 14 Setup begins Thur. Jun. 12 at 1:00pm	Rock The District	5:00pm to 12:30am each night	Daiquiri Factory	Plaza East/West Stage East - 2 nd Ave. between Arts Alley & 18 th St. & 18 th St. between 1 st & 3 rd Ave & Lot F
Fri. Jun. 20 & Sat. Jun. 21	Summer Concert Series	6:00pm to 12:30am each night	RIBCO	Plaza/Stage East No Street Closings
Fri. Jun. 27 & Sat. Jun. 28 Setup begins Thur. Jun. 26 at 1:00pm	Plaza Event	5:00pm to 12:30am each night	Daiquiri Factory	Plaza East/West Stage East & Lot F 2 nd Ave. between Arts Alley & 18 th St. & 18 th St. between 1 st & 3 rd Ave.

2014 PLAZA AND DISTRICT EVENTS LIST

Fri. Jul. 4 & Sat. Jul. 5	Summer Concert Series	6:00pm to 12:30am each night	RIBCO	Plaza/Stage East No Street Closings
Fri. Jul. 11 & Sat. Jul. 12 - Setup begins Fri. Jul. 11 at 1:00pm	Daiquiri Factory's 10 th Anniversary Party	5:00pm to 12:30am each night	Daiquiri Factory	Plaza/Stage East & Parking Lot F
Fri. Jul. 18 & Sat. Jul. 19	Summer Concert Series	6:30pm to 12:30am each night	RIBCO	Plaza/Stage East No Street Closings
Jul. 25 & Sat. Jul. 26	Summer Concert Series	6:30pm to 12:30am each night	RIBCO	Plaza/Stage East No Street Closings
Fri. Aug. 1 & Sat. Aug. 2	Summer Concert Series	6:30pm to 12:30am each night	RIBCO	Plaza/Stage East No Street Closings
Fri. Aug. 8 & Sat. Aug. 9 Setup begins Thur. Aug. 7 at 8:00am	Ya Maka My Weekend	8/8 5:00pm to 12:30am 8/9 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 Ave. 19 th St. between 1 st & 3 rd Ave.
Fri. Aug. 22 & Sat. Aug. 23	Summer Concert Series	6:30pm to 12:30am each night	RIBCO	Plaza/Stage East No Street Closings
Sun. Aug. 24 Setup 6:00 am	Ride For The Cure	11:00am to 9:00pm	Daiquiri Factory & Gilda's Club Quad Cities	Plaza /Stage East Parking Lot F
Fri. Aug. 29, Sat. Aug 30 & Sun. Aug. 31	Summer Concert Series	6:30pm to 12:30am each night	RIBCO	Plaza/Stage East No Street Closings
Sat. Aug. 30 & Sun. Aug. 31 Setup - Fri. Aug. 29 at 8:00am	Rock Island Grand Prix	8/30 & 8/31: 8:30 am to 6:00pm	District	Downtown Streets & Lot C
Thur. Oct. 30 Setup begins at Noon	Fright Night in The District	5:00pm to 8:00pm	District	Plaza West/East, Stage East & Arts Alley - 2 nd Ave. between 17 th & 18 th St. & intersection of 18 th St. & 2 nd Ave. Lot F
Fri. Oct. 31 & Sat. Nov. 1 Setup begins Wed. Oct. 29 at 8:00am	Boneyard Boogie	7:00pm to 12:30am each night	Daiquiri Factory	Parking Lot F only
Fri. Dec. 12 Setup begins at 3:00 pm	Gallery Hop	5:00pm to 10:00pm	District	Plaza East/West Stage East & Arts Alley

CRI


January 31, 2014

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 2, 2014
Gumbo Ya Ya	June 6 & 7, 2014
Ya Maka My Weekend	August 8 & 9, 2014
Rock Island Grand Prix	August 30 & 31, 2014
Fright Night in The District	October 30, 2014
Gallery Hop!	December 12, 2014

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.

Additional details and information will be forthcoming about the 2014 Quad Cities Criterium.

I will forward all necessary certificates of insurance upon their renewal in May, 2014. A check for \$60.00 is enclosed to cover the application fees.

Sincerely,



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



Steve's Old Time Tap
Spring Chaser **5K**

January 16, 2014

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 8th annual event, Steve's Old Time Tap Spring Chaser, to be held Saturday, April 26, 2014. 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 \$25,000 for the American Red Cross of the Quad Cities Area.

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 309-749-7280 or hk@sparkmaninternet.com. Thank you for your consideration.

Regards,

Jayna Gallagher and Holly Sparkman

January 20, 2014

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

OK
AP: 1/20/14

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 \$250.00 Permit Fee for Parking Lot F, and the \$35.00 Application fee.

Here is the City of Rock Island's chance to bring more people downtown on a Sunday, and help raise money for the "Seventh Annual Quad City Ride for the Cure." In August 2013, there were over 400 people who signed up for this event, and stopped at Daiquiri Factory. Some of the participants had never been to The District, so this was a good introduction. Parking Lot F was perfect access for cars and motorcycles. We received several positive comments on the clean parking lot and outside deck.

In conjunction with Gilda's Club Quad Cities, 1234 East River Drive, Davenport, Iowa (1-563-326-7504), I am assisting with the Quad City Ride for the Cure. This event will take place **Sunday, August 24, 2014**. The Daiquiri Factory, 1809 2nd Avenue, will be one of the locations for this worthy event. This year's goal is \$10,000 with all revenue to be donated to Gilda's Club Quad Cities.

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

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 Cell/309-269-7434

tlfreeze@geneseo.net

RESOLUTION NO. 16-2014

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 17, 2014.**

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 17th day of February 2014, A.D.

MUNICIPAL CLERK

APPROVED by the CITY COUNCIL of the CITY of ROCK ISLAND this 17th of February 2014, A.D.

ATTEST: _____
MUNICIPAL CLERK

MAYOR