

**Memorandum
Office of the City Clerk**

To: Thomas Thomas, City Manager
Subject: Daiquiri Factory - Revised Outdoor Plaza Event
Date: March 10, 2014



Attached is a letter and copies of two event applications from Kyle Peters of the Daiquiri Factory. Mr. Peters is requesting an additional weekend event for the dates of Friday, June 20th and Saturday, June 21st instead of the previously approved dates of Friday, June 13th and Saturday, June 14th for the weekend event, Rock The District. Mr. Peters would still like to maintain the approved dates of Friday, June 13th and Saturday, June 14th for a weekend concert event.

On Monday, February 17, 2014, Council approved all Plaza events for the 2014 season. At that time, RIBCO was approved for the weekend dates of June 20th and June 21st. Mr. Terry Tilka has agreed to relinquish his permit for that weekend.

No other information for these events has changed. The corrected maps are attached.

Executive Director Catherine Rodgers-Ingles has reviewed and approved the modifications to the event applications. The certificate of insurance is on file.

RECOMMENDATION:

It is recommended that Council approve the additional weekend event dates for the Daiquiri Factory, subject to complying with all Plaza and liquor license regulations.

Submitted by: Aleisha L. Patchin, City Clerk

Approved by: Thomas Thomas, City Manager

Handwritten signature and date: 3/6/2014

March 6, 2014

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

Dear Aleisha,

Attached please find an additional event permit application for the Daiquiri Factory. We are requesting the weekend of June 20th for Rock The District, which was previously approved for the weekend of June 13th.

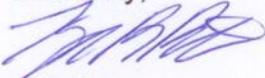
We would still like to program an event for the weekend of June 13th, and have included an amended permit application for that date. Furthermore, I have discussed with Terrance Tilka our plans and he has agreed to relinquish his permit for the weekend of June 20th.

We are looking forward to presenting two weekend events that will draw numerous patrons to The District. The purpose of each of these events is to generate increased attendance and bring awareness of The District to the community.

As in the past, beer trailers will be utilized within the fenced area. All ages will be admitted, but participants must show proof of age and wear the appropriate wristband in order to purchase alcoholic beverages.

Attached are the competed plaza activity permits. I have contacted our insurance carrier and a certificate of insurance will follow.

Sincerely,



Kyle Peters
The Daiquiri Factory
1809 Second Avenue
Rock Island, IL 61201
(309) 283-1809

*OK
3/6/2014*

ACTIVITY / EVENT PERMIT

1. APPLICANT INFORMATION **Daiquiri Factory "Rock The District"**

NAME (FIRST, MIDDLE INITIAL, LAST)	HOME ADDRESS	CITY	STATE	ZIP CODE
Kyle Peters	5516 30 th Avenue	Moline	IL	61265
E-MAIL	TELEPHONE NO.	CELL PHONE NO.		
Kyle@daiquirifactory.com	309-283-1809			

ORGANIZATION NAME		E-MAIL		
Daiquiri Factory		Kyle@daiquirifactory.com		
ADDRESS	CITY	STATE	ZIP CODE	
1809 Second Avenue	Rock Island	IL	61201	
AREA CODE/TELEPHONE NO.				
309-283-1809				

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.

- | | | |
|---|---------------------------------------|--|
| <input type="checkbox"/> A. EDUCATIONAL | <input type="checkbox"/> B. FRATERNAL | <input type="checkbox"/> C. POLITICAL |
| <input type="checkbox"/> D. CIVIC | <input type="checkbox"/> E. RELIGIOUS | <input type="checkbox"/> 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
Kyle Peters	5516 30 th Avenue	Moline	IL	61265
E-MAIL	TELEPHONE NO.	CELL PHONE NO.		
Kyle@daiquirifactory.com	309-269-2449			

4. ACTIVITY / EVENT DETAILS

SETUP OF EVENT: (MONTH/DAY/YR)	SET UP BEGINS (AM/PM)	SET UP ENDS: (AM/PM)
June 19, 2014	1:00 pm	11:30pm

CLEAN UP OF EVENT: (MONTH/DAY/YR)	CLEAN UP BEGINS (AM/PM)	CLEAN UP ENDS: (AM/PM)
June 22, 2014	1:00 am	Noon

DATE OF EVENT: (MONTH/DAY/YR)	EVENT TIME: EVENT STARTS (AM/PM)	EVENT TIME: EVENT ENDS (AM/PM)
June 20 & 21, 2014	5:00pm	12:30 am Sunday

A. TYPE OF ACTIVITY / EVENT

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

Name of Activity / Event: Daiquiri Factory "Rock The District"

Number of Attendees expected: 3000

B. LOCATION OF ACTIVITY / EVENT

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

Purpose of Event / Activity: To attract visitors to The District

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 ___
 STAGES # ___

If food is being distributed or sold, the City Health Inspector must be contacted.

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

2nd Avenue between Arts Alley & 18th Street, 18th Street between 1st & 3rd Avenue, plus Lot F

ADDITIONAL EQUIPMENT/WORK BEING REQUESTED FROM CITY (banners hung, extra trash barrels, barricades, etc.)

10 Trash Barrels (deliver 6/19), "Lot Closed" barricades (for street closure of Lot F) ___ Trash Barrels, road closure signs, barricades, 30 Yard Dumpster _____

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 Datquivi Factory Date 3-6-14
Organization Leader Kyle Peters Date 3-6-14

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

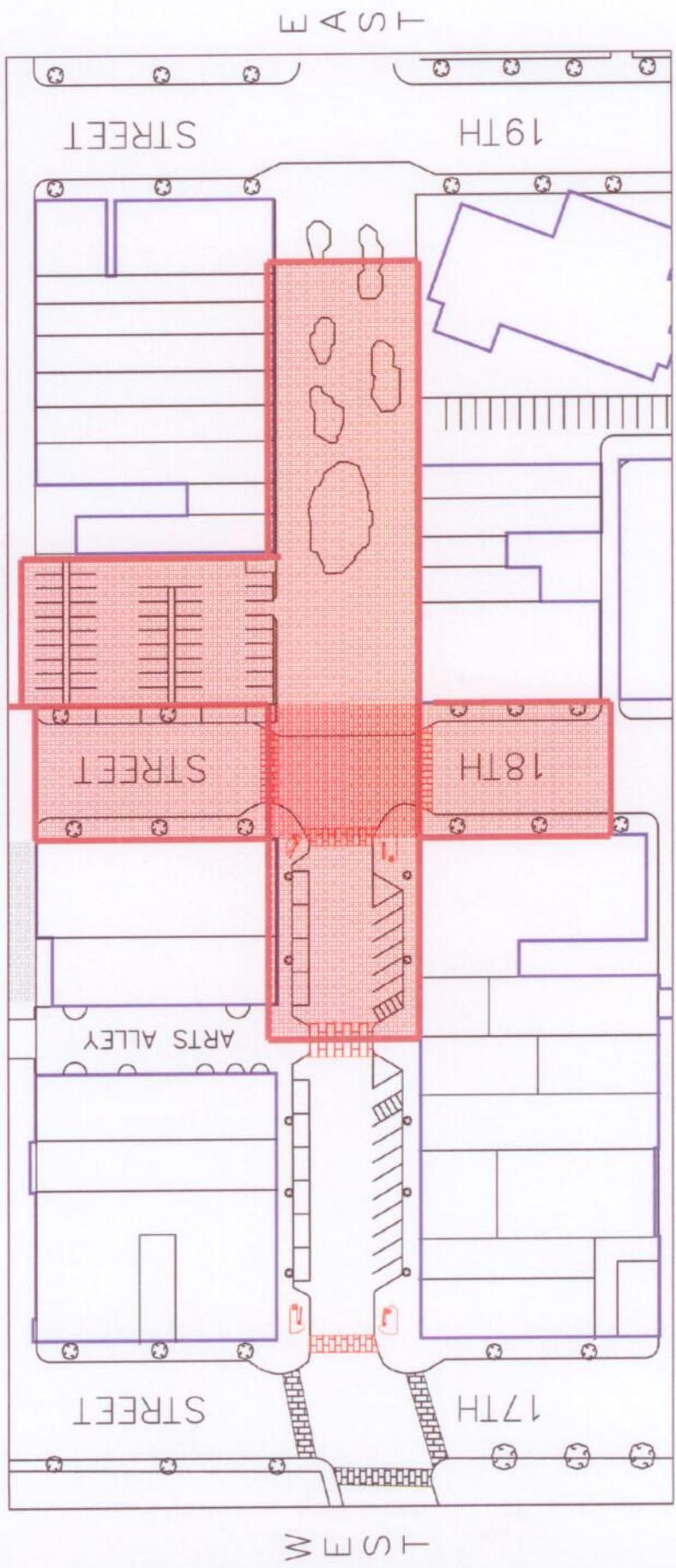
1st Avenue

G R E A T R I V E R

N O R T H

Daiquiri Factory "Rock The District"

JUNE 20 & 21 2014 5:00PM – 12:30AM



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

S O U T H

C I T Y O F R O C K I S L A N D



CITY OF ROCK ISLAND
Great River Plaza

Handwritten signature and date: 3/16/2014

ACTIVITY / EVENT PERMIT

Weekend Concert

1. APPLICANT INFORMATION

Daiquiri Factory "Rock The District"

Form with fields: NAME (FIRST, MIDDLE INITIAL, LAST), HOME ADDRESS, CITY, STATE, ZIP CODE, E-MAIL, TELEPHONE NO., CELL PHONE NO.

Form with fields: ORGANIZATION NAME, E-MAIL, ADDRESS, CITY, STATE, ZIP CODE, AREA CODE/TELEPHONE NO.

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

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Kyle@daiquirifactory.com	309-269-2449			

4. ACTIVITY / EVENT DETAILS

SETUP OF EVENT: (MONTH/DAY/YR)	SET UP BEGINS (AM/PM)	SET UP ENDS: (AM/PM)
June 12, 2014	1:00 pm	11:30pm

CLEAN UP OF EVENT: (MONTH/DAY/YR)	CLEAN UP BEGINS (AM/PM)	CLEAN UP ENDS: (AM/PM)
June 15, 2014	1:00 am	Noon

DATE OF EVENT: (MONTH/DAY/YR)	EVENT TIME: EVENT STARTS (AM/PM)	EVENT TIME: EVENT ENDS (AM/PM)
June 13 & 14, 2014	5:00pm	12:30 am Sunday

A. TYPE OF ACTIVITY / EVENT

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

Name of Activity / Event: Daiquiri Factory - weekend concert (Name TBD)

Number of Attendees expected: 3000

B. LOCATION OF ACTIVITY / EVENT

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

Purpose of Event / Activity: To attract visitors to The District

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

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Applicant Daquiri Factory Date 3-6-14

Organization Leader Kyle Petes Date 3-6-14

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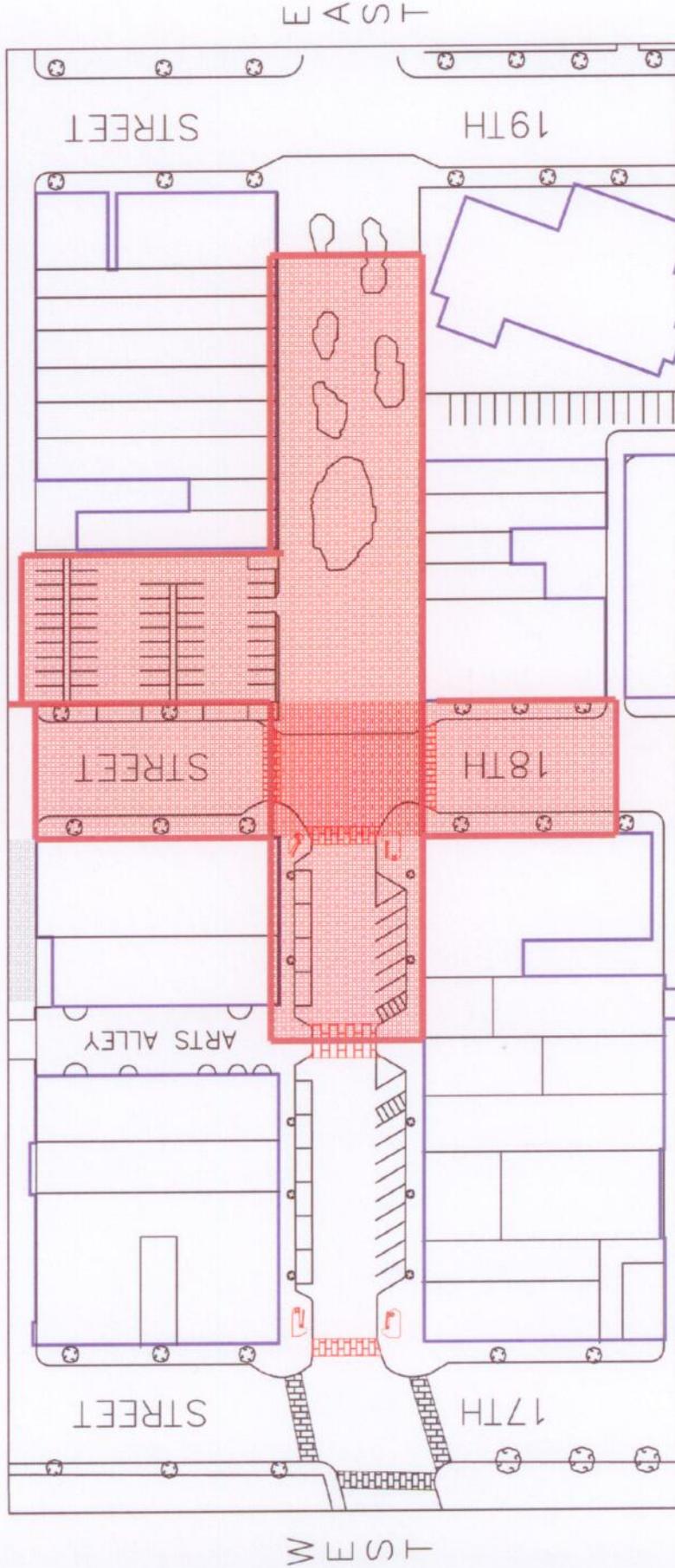
1st Avenue

G R E A T R I V E R

NORTH

Daiquiri Factory Weekend Concert

JUNE 13 & 14 2014 5:00PM – 12:30AM



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

SOUTH

C I T Y O F R O C K I S L A N D