

**Memorandum
Office of the City Clerk**



To: Thomas Thomas, City Manager
Subject: Activate Rock Island Event
Date: February 19, 2015

Attached is an Activity application, letter and map from Marcia Lintz on behalf of Activate Rock Island. Ms. Lintz is requesting to hold a Rock the Ride Bicycle event on Sunday, August 16, 2015 from 10:00 am to 1:00 pm. This event begins and ends at Schwiebert Riverfront Park.

The majority of this family oriented event will be held in Schwiebert Riverfront Park, which will be the main gathering place for participants and include educational activities centered on safe biking and healthy living. The second portion of this event is a leisurely family bicycle ride in the City utilizing designated bike routes and lanes, and using only right hand turns to prevent crossing of the traffic lanes. The bicycle ride portion of the event is not a competitive or group ride; it is an activity that encourages families to join in at their leisure anywhere along the designated bike routes or lanes during that three hour event time.

Participants on this leisurely bike ride will cross 1st Avenue at 18th Street, continue to 3rd Avenue and on to 20th Street on the designated bike route to 7th Avenue and continue on the designated bike lanes to Mill Street and on to the Mississippi River Trail and back to Schwiebert Riverfront Park.

Due to this being a new event, the notification requirement of the new Activity Event Policy would need to be followed. However, the bicycle ride portion of this event is not competitive nor is it a group ride. No streets will be closed for this event. Participants will periodically be utilizing bike lanes and routes at their own leisure. They would basically have the same rights and responsibilities as individual drivers have when driving their vehicles on streets.

For the above identified reasons, it is being recommended to waive Chapter 9, Sec. 9-113 (2) of the Code of Ordinances regarding the notification requirement.

Activate Rock Island has obtained permission from the Rock Island Park Board to use Schwiebert Riverfront Park for the majority of this event and the bike path. The purpose of this event is to encourage families to be healthy and active together. The certificate of insurance is forthcoming.

RECOMMENDATION:

It is recommended that Council approve the event for Activate Rock Island and waive the notification requirement.

Submitted by: Aleisha L. Patchin, City Clerk
Approved by: Thomas Thomas, City Manager



February 5, 2015

Aleisha Patchin
Rock Island City Clerk
1528 3rd Avenue
Rock Island, IL 61201

Dear Ms. Patchin,

Please accept the following Activity Permit application for our "Rock the Ride" event on August 16, 2015. Rock the Ride is a family orientated event to encourage families to be healthy and active together. This event is intended to provide education on safe biking and other healthy living tips – with the majority of the activity centered in Schweibert Park.

The "ride" itself is not a competitive or group ride. Instead – it is part of the activity for the day and we anticipate families riding the route at their leisure throughout the event time (10:00 am – 1:00 pm) and possibly throughout the day. We will only be using designated bike routes or bike lanes within the City of Rock Island and the route utilizes right hand turns to prevent crossing of traffic lanes. A detailed map and description of the route is attached.

We are aware that there is a notification process in place for new events – that includes "bike rides". As the "ride" portion of our event is on designated bike/bike lane routes, not a competitive event or group ride – but rather just an activity with people being spread across the route over a 3 hour period, we feel that this event should not be subject to the notification requirement. Additionally, as it is the first year of this event, we do not anticipate a large number of participants – but do hope that families turn out for the educational opportunities at Schweibert Park, as well as the activity portion of the event. If the notification requirement was enforced, we would not be able to host the event as the number of signatures required from businesses/households along the designated route would be prohibitive.

We feel this event will be a positive event for Rock Island and for Rock Island families and would encourage families to be healthy and active together in a positive way. We thank you for your consideration of this event and hope to be able to offer this event in August.

Sincerely,

A handwritten signature in cursive script that reads 'Marcia Lintz'.

Marcia Lintz
Activate Rock Island
Rock the Ride Chair



CITY OF ROCK ISLAND

LICENSE APPLICATION



ACTIVITY PERMIT

APPLICANT INFORMATION

SPONSOR NAME/ORGANIZATION	ADDRESS	CITY	STATE	ZIP CODE
Activate Rock Island	2040 53rd St.	Moline	IL	61265
TELEPHONE NO. <i>309-797-3945 x 266 (Christy Filby)</i>				

CONTACT PERSON	ADDRESS	CITY	STATE	ZIP CODE
Marcia Lintz	2323 4th St. A	East Moline	IL	61244
TELEPHONE NO. 309-236-4791				

ACTIVITY DETAILS

Type of Activity: (Check Appropriate Activity)

Parade	Run	Walk	March	Bicycle Ride ✓	Other (specify below)
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A bike ride is part of the activity - but not competitive or organized group start. Main gathering will be at Schwiebert Park

DATE OF ACTIVITY (MONTH/DAY/YR)	EVENT START TIME (AM/PM)	EVENT END TIME (AM/PM)
8/16/15	10:00 am	1:00 pm
SETUP OF EVENT (MONTH/DAY/YR)	SET UP BEGINS (AM/PM)	SET UP ENDS (AM/PM)
8/16/15	7:00 am	3:00 pm

Estimated number of: (Place Number in Appropriate Box)

Participants: 100	Floats:	Vehicles:	Bands:	Wheelchairs:	Horses:	Other:
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CITY OF ROCK ISLAND

LICENSE APPLICATION

Number of volunteers available for traffic control: TBD - will meet with traffic office

Contact the Police Department to arrange for traffic control. Telephone Number: (309) 732-2402

Tail car provided by sponsor: Yes _____ No

Ambulance/first aid provided by sponsor: Yes _____ No

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

Are barricades required from City? Yes _____ No Qty _____

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.

Notification to Residents: In the case of applications for new events and/or new routes, the sponsor of said new event shall notify the residents and/or businesses located along said race route, parade route, or other, for that specific activity, in writing, at least three (3) weeks prior to City Council consideration. Prior to Council consideration, sponsor shall notify and obtain written approval or disapproval from the residents and/or businesses and submit a copy of same to the City Clerk. Any resident and/or business who objects to said event shall have the opportunity to be heard at the City Council meeting during which time the event is to be considered.

Note: The sponsor notification form for any new event/route is available in the City Clerk's office.

A copy of your application will be submitted to the Police Department for assistance with any needed traffic control. All required insurance papers must be attached to this application. Permit cannot be issued without proof of insurance.

Marcia Lutz
Signature of Applicant

2/7/15
Date of Application

CITY OF ROCK ISLAND

LICENSE APPLICATION

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

City Council Approval Date

City Clerk Approval Date

Route Map and/or Information Included

Insurance Information Included

License Number

License Printed Date

License Delivery Date

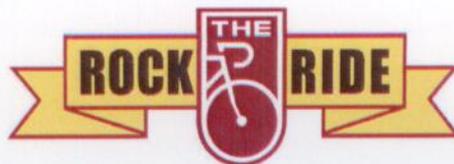
Return Completed Application to:
City Clerk's Office, 1528 3rd Avenue, Rock Island, IL. 61201
(309) 732-2010



Rock the Ride Event – August 16, 2015

Route Description

- Route begins at Schweibert Park (or participants can join in anywhere along the route)
- Cross 1st Avenue at light at 18th street and take 18th street to 3rd Avenue
- Turn left on 3rd Avenue and continue to 20th street
- Turn right onto 20th St. (designated bike route) and continue to 7th Avenue
- Turn right onto 7th Avenue (designated bike lanes) and continue to Mill Street
- Turn right onto Mill Street (designate bike route????) and continue on Mill Street until Mississippi River Trail
- Continue on Mississippi River Trail until Schweibert Park



Ride the Drive Route

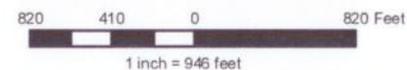


Override 1

Parcels



DISCLAIMER: This map is not a substitute for an actual field survey or onsite investigation. The accuracy of this map is limited to the quality of the records from which it was assembled. Other inherent inaccuracies occur during the compilation process. The City of Rock Island makes no warranty concerning this information.



Printed on: January 15, 2015

Author: