

**Memorandum
Office of the City Clerk**

To: Thomas Thomas, City Manager
Subject: Steve's Old Time Tap Outdoor Event
Date: May 14, 2015



Attached is a letter and event application from Jeff Rusk, owner of Steve's Old Time Tap requesting permission to host their second annual weekly Motorcycle Bike Night outside on Wednesday's from 5:00 pm to 10:00 pm beginning May 20, 2015 and concluding on Wednesday, October 28, 2015. The event will be held in Steve's Old Time Tap/Stern Center parking lot, which will be closed off.

Alcohol will be sold outside and live entertainment will be provided (DJ and/or acoustic band). ID's will be checked and wristbands will be utilized for age verification. All food will be prepared inside the establishment.

Executive Director Catherine Rodgers-Ingles has reviewed and approved the event application. The certificate of insurance is forthcoming.

RECOMMENDATION:

It is recommended that Council approve the outside event for Steve's Old Time Tap, subject to complying with all liquor license regulations.

Submitted by: Aleisha L. Patchin, City Clerk

Approved by: Thomas Thomas, City Manager

OK
5/14/2015

May 14, 2015

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

Dear Aleisha,

Attached, please find an activity permit application for the 2015 Steve's Old Time Tap Bike Night. This is a continuation of our Wednesday night activity which began in May of 2014.

As in the past, each Wednesday, Steve's Old Time Tap hosts approximately 50 to 100 participants in the parking lot between our establishment and The Stern Center. Guests arrive beginning at approximately 5:00pm and the activity ends at 10:00pm. No street closures are required, and motorcycle parking is allowed in the parking lot. On most occasions, we will provide a DJ (volume will be controlled as to not affect hotel patrons) and alcohol will be allowed within the parking lot area.

A copy of our insurance will be forwarded to your attention.

Thank you.

Sincerely,



Jeff Rusk
Proprietor – Steve's Old Time Tap



ROCK ISLAND
ILLINOIS

CITY OF ROCK ISLAND
LICENSE APPLICATION
ACTIVITY PERMIT

OK
5/14/2015

Type of Activity: (Check Appropriate Activity)

Parade	Run	Walk	March	Bicycle Ride	Other (specify below) <input checked="" type="checkbox"/>
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Bike Night

Day/Date of Activity: Every Wednesday Night (May 20 through October 28)

Event Start Time: 5pm Event Ending Time: 10pm

Set-up Start Time: 3pm Clean-up End Time: 11pm

<u>Steve's Old Time Tap</u>	<u>Jeff Rusk</u>
Sponsor Name/Organization	Contact Person
<u></u>	<u>223 17th Street, Rock Island 61201</u>
Address	Address
<u></u>	<u>309-786-4543</u>
Telephone	Telephone

Estimated number of: (Put Number in Appropriate Boxes)

Bands	Floats	Vehicles 40 - 50	Wheelchairs	Participants 50 - 100	Horses	Other (Specify)
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Number of volunteers available for traffic control: na
(Contact Police Department to arrange for traffic control. Telephone No. 732-2402.)

Tail car provided by sponsor? na Yes ___ No ___

Ambulance/first aid provided by sponsor? na 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 ___ X No ___ Unknown

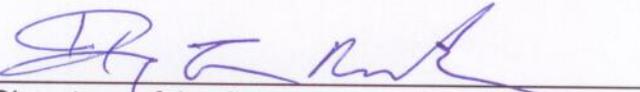
Identify State-owned streets, if known. _____

Does sponsor provide barricades? ___ Yes ___ X 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.

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


Signature of Applicant

5-14-15
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 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 3rd Avenue, Rock Island, IL 61201

Call 309-732-2010 if you have questions.