

**Memorandum
Office of the City Clerk**

To: Thomas Thomas, City Manager
Subject: Steve's Old Time Tap - Bike Night Outdoor Event
Date: April 12, 2016



Attached is a letter and event application from Jeff Rusk, owner of Steve's Old Time Tap requesting permission to host their annual weekly Motorcycle Bike Night outside on Wednesday's from 5:00 pm to 10:00 pm beginning May 4, 2016 and concluding on Wednesday, November 2, 2016. The event will be held in the Stern Center (Bridges Catering) parking lot, which will be closed off.

Alcohol will be sold outside and entertainment will be provided by a DJ. ID's will be checked and wristbands will be utilized for age verification. All food will be prepared inside the establishment.

Also attached is a letter from Bridges Catering stating that they will be leasing the Stern Center parking lot to Steve's Old Time Tap for 2016. In addition, Bridges Catering is granting Steve's Old Time Tap permission to serve alcohol in the parking lot.

Mayor Pauley 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 - 3/30/16
Ri

March 30, 2016

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 2016 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

Type of Activity: (Check Appropriate Activity)

Table with 6 columns: Parade, Run, Walk, March, Bicycle Ride, Other (specify below)

Bike Night

Day/Date of Activity: Every Wednesday Night (MAY 4 April 20 through November 2)

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

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

Steve's Old Time Tap Sponsor Name/Organization

Jeff Rusk Contact Person 223 17th Street, Rock Island 61201

Address

Address 309-786-4543

Telephone

Telephone

Estimated number of: (Put Number in Appropriate Boxes)

Table with 7 columns: Bands, Floats, Vehicles 40 - 50, Wheelchairs, Participants 50 - 100, Horses, Other (Specify)

Number of volunteers available for traffic control: (Contact Police Department to arrange for traffic control. Telephone No. 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 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

3-30-16

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.

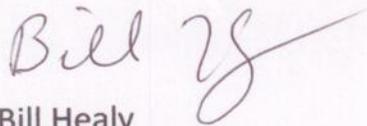
April 5, 2016

To: City of Rock Island

From: Bridges Catering

Bridges Catering will be leasing the Stern Center parking lot for the year of 2016 to Steve's Old Time Tap; we give them permission to serve alcohol in the parking lot for the year. The following events are scheduled, Bike Night starting every Wednesday, May 4, thru November 2, 2016 and CCKMA Car Show that will be held August 21, 2016. During this time the parking lot will be enclosed for the event.

Sincerely,

A handwritten signature in black ink that reads "Bill Healy". The signature is written in a cursive style with a long, sweeping tail on the letter "y".

Bill Healy
Bridges Catering