

**Memorandum
Office of the City Clerk**

To: Thomas Thomas, City Manager
Subject: Street Closing/Sound Amp. - The Fort Armstrong
Date: May 16, 2016



Attached is a Street Closing application, letter and map from Jana Sand on behalf of The Fort Armstrong requesting to close off 19th Street between the alley directly south of the building and 3rd Avenue on Thursday, June 23, 2016 from 3:00 pm to 7:00 pm for The Fort Armstrong's 90th Anniversary celebration. Also attached is an application for Sound Amplification with a list of signatures from the neighbors that may be affected by this event.

The Fort Armstrong located at 1900 3rd Avenue will be hosting this open house celebration for their residents, their families and friends as well as other guests. It is noted that a DJ will entertain their guests in the courtyard on the east side of the building. In addition, The Fort Armstrong will have a display of a variety of antique cars (5 to 10 vehicles) in front of the building (west side) on the closed off portion of 19th Street.

It is noted that food and beverages (complimentary champagne and non-alcoholic beverages) will only be served in the building or outside in the fenced-in courtyard, not on the street.

The certificate of insurance is attached.

RECOMMENDATION:

It is recommended that Council approve the street closing and sound amplification requests for The Fort Armstrong.

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

THE
FORT ARMSTRONG



City of Rock Island
1528-3rd Avenue
Rock Island, IL 61201

Subject: Street closure request

Aleisha Patchin,

The Fort Armstrong, which originally opened on June 20th, 1926, would like to celebrate its 90th Anniversary by hosting an Open House celebration on June 23rd, 2016 from 4 to 7pm.

We plan to invite our resident's friends and family members, our employees, as well as a variety of professionals and other guests in the community to this celebration.

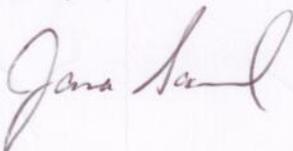
The theme of our event is "The Great Gatsby." We will be serving our guests complimentary hors d'oeuvres and beverages. A jazz band and/or DJ will entertain our guests in our fenced in courtyard on the East side of our building.

We also plan to display a variety of antique cars in the front of building (West side) on 19th Street. The Mississippi Valley Antique Auto Club will be bringing 5-10 cars from '20s and '30s. We would like to block off 19th street (between the alley directly South of the Fort Armstrong to 3rd Avenue), providing the area on the street to show off these classic automobiles.

Our celebration will take place inside The Fort Armstrong and outside in our courtyard as well as the front street area to view the cars. Food and beverages will only be served in the building or outside in our courtyard, not on the front street.

Our event is scheduled from 4:00pm to 7:00pm. However, we would want to close the road in front of our building at 3:00pm. We have confirmed with our neighbors, Circa 21, that their scheduled matinee program will be over at 2:00pm.

Thank you,



Jana Sand
The Fort Armstrong
1900-3rd Avenue
Rock Island, IL 61201
309-786-0400



ROCK ISLAND ILLINOIS

CITY OF ROCK ISLAND

PERMIT APPLICATION

STREET CLOSING REQUEST

APPLICANT INFORMATION

CONTACT NAME <i>Jana Sand</i>	ADDRESS <i>1900 3rd Ave</i>	CITY <i>Rock Island</i>	STATE <i>IL</i>	ZIP CODE <i>61201</i>
TELEPHONE NO. <i>cell # 309-373-0891, main # 786-0400</i>				

ALTERNATE NAME <i>Cynthia Bostic</i>	ADDRESS <i>same as above</i>	CITY	STATE	ZIP CODE
TELEPHONE NO. <i>786-0400</i>				

Street area to be blocked off: (attach map if possible) *19th Street between 4th + 3rd* St/Ave
 between *Alley that runs to side of The Fort Armstrong + back of Circus* St/Ave and *3rd* St/Ave

Day(s)	Date(s)	Start Time	End Time
<i>Thursday</i>	<i>June 23, 2016</i>	<i>3pm</i>	<i>7pm</i>

TYPE OF EVENT - PURPOSE (Block party, etc.) *Celebration of 90th Anniversary of The Fort Armstrong. Antique cars to be displayed in front of our building.*

Will AMPLIFIED sound be used? YES *X* NO *NO*

If YES - a Sound Amplification Permit is required. Applications are available from the City Clerk. Fee for Sound Amplification Permit is \$25.00 per day. Sound Amplification after 6:00 pm and on Sundays requires approval by the City Council.
Soft music - DJ

Will FOOD be sold? YES _____ NO *X*

If YES - the City Health Inspector will be notified by the City Clerk and will contact you.

If event is open to the public, a Certificate of Insurance naming the City of Rock Island as additional insured is required.

SIGNATURES of persons affected by the street closing MUST be submitted on attached petition indicating their approval or disapproval of the street closing. (If using Sound Amplification, neighbors' approval must also be obtained and can be provided on same form.)

This request requires City Council approval and must be received by the City Clerk at least two weeks before the City Council Meeting prior to your event. The City Council meets each Monday of the month excluding the last Monday of each month and holidays. In July and August, the City Council meets on the second and fourth Mondays of the month.

If approved, barricades will be delivered the Friday prior to your weekend event. If event is during the week, barricades will be delivered one working day prior to the event date. You will be responsible for setting up and taking down the barricades, and returning them to the corners where they were delivered so they may be picked up on the Monday following the weekend event/day following week day event.


Signature of Applicant

4/20/16
Date of Application

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

APPROVALS

Public Works	Police	City Council	Insurance
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City Clerk Approval Date

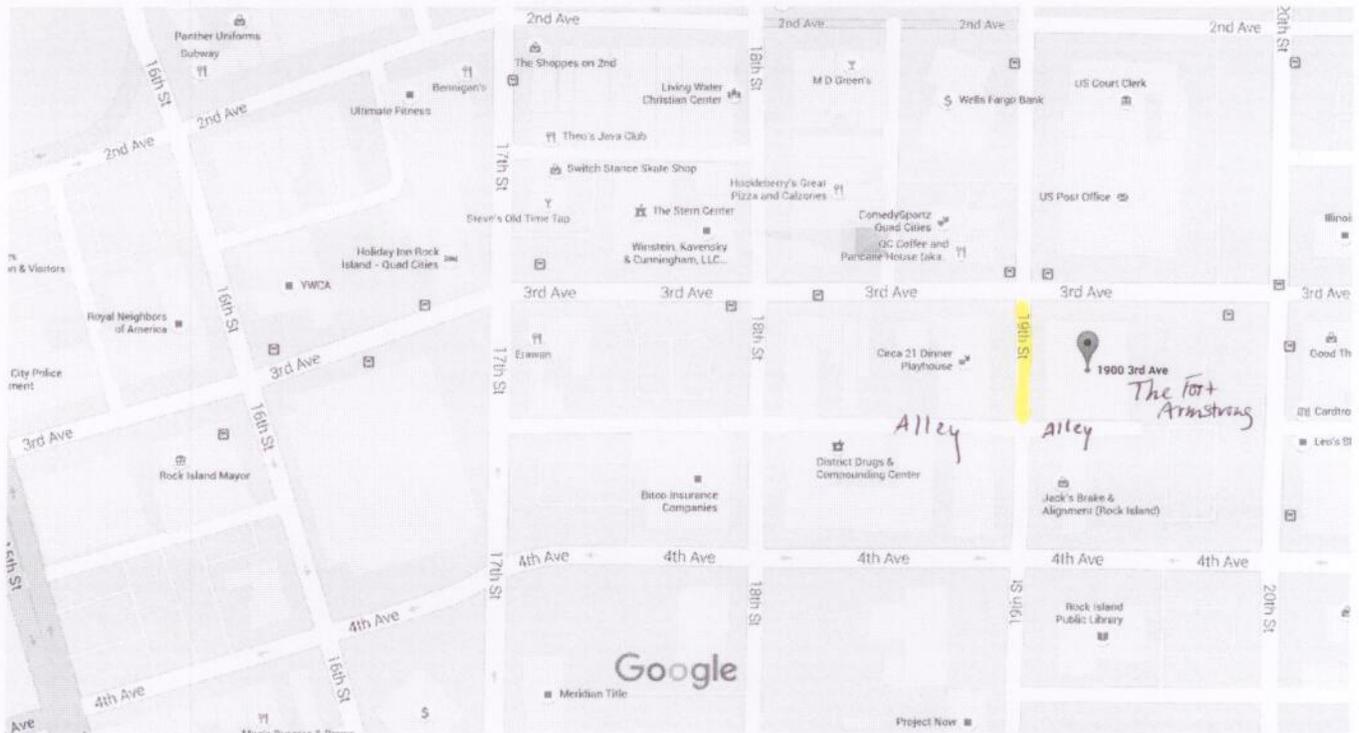
License Number

License Printed Date

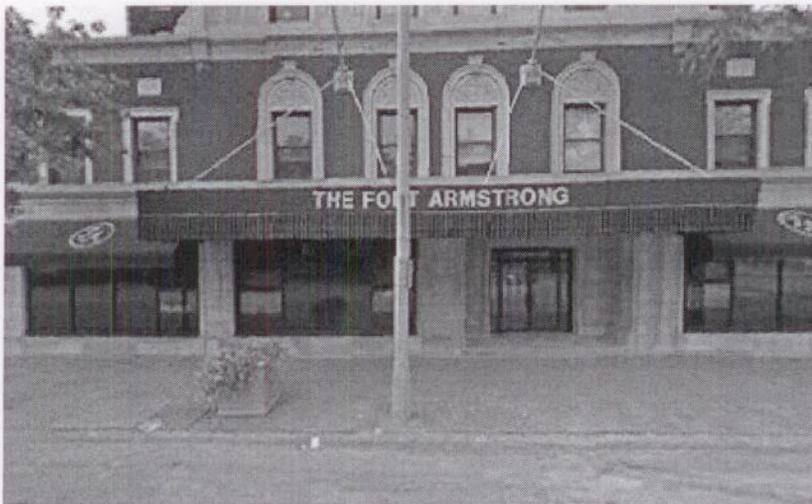
License Delivery Date

Return completed application and additional documents to:
City Clerk's Office, 1528 3rd Avenue, Rock Island, IL. 61201
(309) 732-2010

Google Maps 1900 3rd Ave



Map data ©2016 Google 100 ft



Highlighted area is area requested to be closed off.

1900 3rd Ave
Rock Island, IL 61201



ROCK ISLAND
ILLINOIS

CITY OF ROCK ISLAND

LICENSE APPLICATION

SOUND AMPLIFICATION

FEE: \$25/ Per Day

APPLICANT INFORMATION

BUSINESS/ORGANIZATION NAME	ADDRESS	CITY	STATE	ZIP CODE
The Fort Armstrong	1900 3rd Avenue	RI	IL	61201
TELEPHONE NO.				

APPLICANT'S NAME	ADDRESS	CITY	STATE	ZIP CODE
Jana Sand	same as above			
TELEPHONE NO.				
309-786-0400 or 309-373-0891				

DATE (S) OF ACTIVITY	TIME OF ACTIVITY (TO - FROM)
June 23, 2016	4pm to 7pm
TYPE OF EVENT	WHERE EVENT WILL BE HELD
90th Anniversary celebration / open house	The Fort Armstrong. DJ will be set up in the court yard gazebo

Estimate distance sound will be thrown: unknown. DJ uses a Bose L7 model 1

Is the proposed location within 300 feet of the property line of any church, hospital, school or courthouse?

Yes X No _____ Federal Courthouse across street at 211 19th Street, Rock Island, IL 61201

SIGNATURES of persons in the range of the Sound Amplification MUST be submitted on attached petition indicating their approval or disapproval of the use of Sound Amplification.

Sound Amplification after 6:00 pm and/or on Sundays requires approval of City Council and must be received by the City Clerk at least two weeks before the City Council Meeting prior to your event. The City Council meets each Monday of the month excluding the last Monday of each month and holidays. In July and August, the City Council meets on the second and fourth Mondays of the month.


Signature of Applicant

5/16/16
Date of Application

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

City Council Approval Date

City Clerk Approval Date

License Fee

License Fee Receipt Number

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**

