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**TO:** John C. Phillips, City Manager  
**SUBJECT:** Revised RIBCO Event  
**DATE:** June 27, 2011

Attached is a letter and copy of the revised event application from Terry Tilka requesting a modification to RIBCO's previously approved event application for their River City Beer Festival to be held on Saturday, August 27, 2011.

Mr. Tilka is requesting permission to modify the set up times for the event for placement of the tent and fence from the original scheduled set up time of Saturday August 27, 2011 from 8:00 a.m. to noon, to Friday, August 26, 2011 from 10:00 a.m. to 5:00 p.m.

No other information for this event has changed. The application fee has been paid and the corrected map is attached.

Executive Director Catherine Rodgers-Ingles has reviewed and approved the event application modification.

**RECOMMENDATION:**

It is recommended that Council approve the modification to RIBCO's event application, subject to complying with all Plaza and liquor regulations.

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Submitted by: Aleisha L. Patchin, City Clerk  
Approved by: John C. Phillips, City Manager

*ok 6/22/11*

June 21, 2011

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

Dear Aleisha,

Attached is the revised event permit application for Ribco's River City Beer Festival, which was previously approved by Council.

We are requesting a change to the set up times from Saturday, August 27 to Friday, August 26, 2011 in order to facilitate tent and fence placement in a more timely fashion.

Attached is the competed REVISED plaza activity permit. Please contact me if you have any questions or require additional information.

Sincerely,



Terry Tilka  
Ribco, Inc.  
1815 Second Avenue  
Rock Island, IL 61201  
(309) 793-1999



**CITY OF ROCK ISLAND**  
Great River Plaza

*Handwritten signature and date: 6/22/11*

**ACTIVITY / EVENT PERMIT**

**1. APPLICANT INFORMATION**

**RIBCO RIVER CITY BEER FESTIVAL -REVISED**

NAME ( FIRST, MIDDLE INITIAL, LAST)	HOME ADDRESS	CITY	STATE	ZIP CODE
Terrence G. Tilka	3085 Stillwater Court	Bettendorf	IA	52722
E-MAIL	TELEPHONE NO.	CELL PHONE NO.		
ttilka@ribco.com				

ORGANIZATION NAME	E-MAIL		
Ribco, Inc.	ttilka@ribco.com		
ADDRESS	CITY	STATE	ZIP CODE
1815 2 <sup>nd</sup> Avenue	Rock Island	IL	61201
AREA CODE/TELEPHONE NO.			
309-793-1999			

**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**



**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) Terry Tilka	HOME ADDRESS 3085 Stillwater Court	CITY Bettendorf	STATE IA	ZIP CODE 52722
E-MAIL <a href="mailto:ttilka@ribco.com">ttilka@ribco.com</a>	TELEPHONE NO. 309-793-0085	CELL PHONE NO. 912-2553		

### 4. ACTIVITY / EVENT DETAILS

SETUP OF EVENT: (MONTH/DAY/YR)	SET UP BEGINS ( AM/PM )	SET UP ENDS: ( AM/PM )
Friday, August 26, 2011	10:00AM	5:00PM

CLEAN UP OF EVENT: (MONTH/DAY/YR)	CLEAN UP BEGINS ( AM/PM )	CLEAN UP ENDS: ( AM/PM )
Saturday, August 27, 2011	6:00PM	8:00PM

DATE OF EVENT: (MONTH/DAY/YR)	EVENT TIME: EVENT STARTS ( AM/PM )	EVENT TIME: EVENT ENDS ( AM/PM )
Saturday, August 27, 2011	2:00PM	6:00PM

#### A. TYPE OF ACTIVITY / EVENT

- CONCERT  
  OTHER MUSIC  
  CRAFTS  
  ART SHOW  
  INFORMATION  
 CIRCUS / CARNIVAL  
  ANIMAL SHOW  
  PUBLIC SPEAKERS  
  OTHER\_\_Beer Tasting\_\_

Name of Activity / Event: \_\_\_\_\_ River City Beer Festival \_\_\_\_\_

Number of Attendees expected: \_\_\_\_\_ 700 \_\_\_\_\_

#### B. LOCATION OF ACTIVITY / EVENT

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

\* Parking Lot F next to Daiquiri Factory

Purpose of Event / Activity: \_\_\_\_\_ To bring patrons to The District \_\_\_\_\_

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**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)

\_\_\_\_\_ Parking Lot F \_\_\_\_\_

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**E. ADDITIONAL EQUIPMENT/WORK BEING REQUESTED FROM CITY** (banners hung, extra trash barrels, barricades, etc.) \_\_\_\_\_ Trash Barrels, barricades please on August 26<sup>th</sup>. Please stack on the Plaza side of 2<sup>nd</sup> Avenue & 18<sup>th</sup> Street \_\_\_\_\_

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- 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 \_\_\_\_\_ Date \_\_\_\_\_

Organization Leader \_\_\_\_\_ Date \_\_\_\_\_

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

Application Fee Permit Fee
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Approved by City Council
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Approved by City Clerk
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License No.
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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 3<sup>rd</sup> Avenue, Rock Island, IL. 61201 (309) 732-2010**

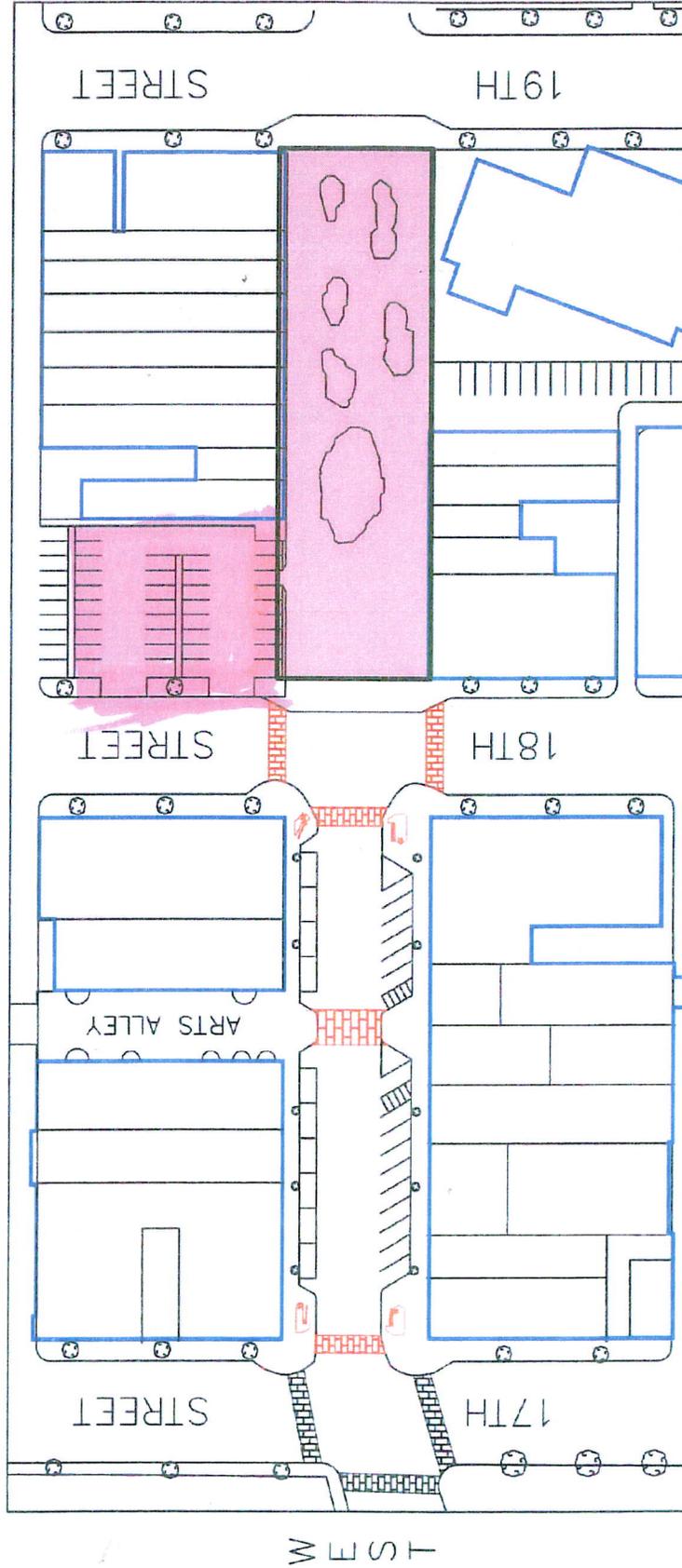
# River City Beer Festival

Saturday, August 27, 2011 2PM to 6PM

**REVISED**

G R E A T R I V E R

NORTH



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