

Memorandum
Office of the City Clerk

To: Thomas Thomas, City Manager
Subject: Plaza Events - 2012
Date: February 13, 2012



Attached is a list of event applications that have been submitted to this office for approval by Council. Each application has been reviewed and approved by Executive Director Catherine Rodgers-Ingles. The City Clerk has also reviewed and approved each application. Most street closings for each event are the same as in past years. Application fees have been submitted for these events, and Certificates of Insurance have been received for most and will be coming in prior to the events as they have in the past.

There are three letters requesting a waiver of fees. The District is requesting a waiver of the \$20.00 application fee and the \$35.00 permit fee for the two Gallery Hops, Fright Night and Red, White and Boom. As in years past, these fees have been waived. These four (4) events are provided to the public at no cost and benefit the community and local businesses. The letter is attached.

The Daiquiri Factory is sponsoring the American Cancer Society (Rock Island Chapter) Fundraiser – 8th Annual Labor Day Ride for Non-Hodgkin's Lymphoma and is requesting a waiver of the \$250.00 event fee. This event is scheduled for Saturday, September 1, 2012 and will be held in conjunction with the Grand Prix. The request is for Parking Lot F. The letter is attached. In the past, the fee has been waived.

Steve's Old Time Tap is sponsoring the Spring Chaser 5K Run/Walk. However, all proceeds benefit the American Red Cross of the Quad Cities area. This year, they are requesting that the \$250.00 permit fee be waived. This event is scheduled for Saturday, April 28, 2012. The letter is attached.

Also attached is a Resolution for the temporary lane closure of Illinois 92 (1st Avenue) from 17th Street to 18th Street for the 47th annual Quad Cities Criterium to be held on Monday, May 28, 2012 from 8:00 am to 6:00 pm; and a Resolution for the American Heart Association's Start! Heart Walk, which will be held on Saturday, May 19, 2012 from 8:00 am to noon. The northbound on-ramp to the Centennial Bridge will need to be temporarily closed for traffic regulation for the walkers.

RECOMMENDATION:

It is recommended that Council approve the events as well as the waiver of fees for the two Gallery Hops, Fright Night, Red, White and Boom, annual Labor Day Ride for Non-Hodgkin's Lymphoma and the Spring Chaser, and adopt the Resolutions for the Quad Cities Criterium and the American Heart Association's Start! Heart Walk.

Submitted by: Aleisha L. Patchin, City Clerk

Approved by: Thomas Thomas, City Manager

2012 PLAZA AND DISTRICT EVENTS LIST

| DATE | EVENT | HOURS | SPONSOR | LOCATION & STREET CLOSURES |
|------------------------------------------------------------------------|-------------------------------------------------------------------------|--------------------------------------------------------------------------|-----------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Fri. May 11 Setup begins at 3:00 pm | Gallery Hop | 5:00 pm to 10:00 pm | District | Plaza West/East, Stage East and Arts Alley |
| Sat. April 28 Setup time at 6:00 am | 6 th Annual Steve's Old Time Tap Spring Chaser (5K Run-Walk) | 9:00 am to Noon | Steve's Old Time Tap & American Red Cross of the QC | Plaza/West 17 th St. at 3 rd Ave. & 2 nd Ave. |
| Sat. May 5 | Concert Series | 6:00 pm to 12:30 am | RIBCO | Plaza / East Stage / East |
| Sat. May 12 | Concert Series | 6:00 pm to 12:30 am | RIBCO | Plaza / East Stage / East |
| Sat. May 19 | Concert Series | 6:00 pm to 12:30 am | RIBCO | Plaza / East Stage / East |
| Sat. May 19 Setup Fri. May 18 at 7:00 am | Quad Cities Start! Heart Walk | 8:00 am to noon | American Heart Association | Plaza East / West Stage / East Lot F & Resolution |
| Fri. May 25 to Sun. May 27 | Memorial Weekend Concert | 6:00 pm to 12:30 am each night | RIBCO | Plaza / East Stage / East |
| Mon. May 28 Setup begins on Sun. May 27 8:30 am | Quad Cities Criterium | 5/28 Bike Rodeo 9:00 am to noon 5/28 Bicycle Races 8:00 am to 6:00 pm | District | Plaza East/West Stage East, Arts Alley Lot F & C Highway IL. 92 (1 st Ave.) Resolution |
| Sat. June 2 | Summer Concert Series | 6:00 pm to 12:30 am | RIBCO | Plaza / East Stage / East |
| Fri. June 8 & Sat. June 9 Setup begins at 1:00 pm on Thur. June 7 | Gumbo Ya Ya | June 8 5:00 pm to 12:30 am June 9 4:00 pm to 12:30 am | District | Plaza East/West, Stage East and Arts Alley - 2 nd Ave. between 17 th & 19 th St. & 18 th St. between 1 st & 3 rd Ave. Lot F |
| Mon. June 11 to Fri. July 13 Monday Thru Thursday | Metro Arts Summer Youth Employment Program | Mon. thru Thurs - 8:30 am to 12:30 pm & Fri. July 13 | Quad City Arts | Arts Alley |
| Fri. June. 15 Sat. June 16 Setup begins Thur. June 14 at 1:00 pm | Rock the District | 5:00 pm to 12:30 am each night | Daiquiri Factory | Plaza East/West Stage/East 2nd Ave. between Arts Alley & 18 th St. & 18 th St. between 1 st & 3 rd Ave & Lot F |
| Fri. June 22 & Sat. June 23 | Summer Concert Series | 6:00 pm to 12:30 am | RIBCO | Plaza / East Stage / East |

2012 PLAZA AND DISTRICT EVENTS LIST

| | | | | |
|-----------------------------------------------------------------------------|------------------------------------------------------------|--------------------------------------------------------------------------|---------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sat. June 30 Setup begins Fri. June. 29 at 1:00 pm | 8 th Annual Dodgeball Showdown/Concert | 6/30 - Noon for Dodgeball Concert - evening 5:00 pm to 12:30 am | Daiquiri Factory | Plaza East/Stage East & Lot F |
| Tues. July 3 Setup begins at 8:00 am | Red, White & Boom | 5:00 pm to 10:00 pm | District | Viewing area TBD Utilization of Schwiebert Riverfront Park & 1 st Avenue |
| Fri. July 6 | Summer Concert Series | 6:00 pm to 12:30 am | RIBCO | Plaza / East Stage / East |
| Sat. July 7 | Summer Concert Series | 6:00 pm to 12:30 am | RIBCO | Plaza / East Stage / East |
| Sat. July 14 Setup begins Thurs. July 12 at 1:00 pm | Daiquiri Factory's 8 th Anniversary Party | 7:00 pm to 12:30 am | Daiquiri Factory | Plaza East / West & Stage / East 2 nd Ave. between Arts Alley and 18 th St. & 18 th St. between 1 st & 3 rd Ave. & Lot F |
| Sat. July 21 | Summer Concert Series | 6:00 pm to 12:30 am | RIBCO | Plaza / East Stage / East |
| Sat. July 28 | Summer Concert Series | 6:00 pm to 12:30 am | RIBCO | Plaza / East Stage / East |
| Sat. Aug. 4 | Summer Concert Series | 6:00 pm to 12:30 am | RIBCO | Plaza / East Stage / East |
| Fri. Aug. 10 Sat. Aug. 11 Setup begins Thurs. Aug. 9 at 1:00 pm | Ya Maka My Weekend | 8/10 5:00 pm to 12:30 am 8/11 Noon to 12:30 am | District | Plaza West/East, Stage East, Arts Alley & Lot F 2 nd Ave. between 17 th & 19 th St. & 18 th St. between 1 st & 3 rd Aves. 19 th St. between 1 st & 3 rd Aves. |
| Sat. Aug. 18 | Summer Concert Series | 6:00 pm to 12:30 am | RIBCO | Plaza / East Stage / East |
| Fri. Aug. 24 & Sat. - Aug. 25 | River City Beer Festival | Noon to 12:30 am | RIBCO | Plaza East/West Stage / East Lot F only |
| Fri. Aug. 31 Sun. Sep. 2 | Labor Day & Go- kart Weekend Concert | 6:00 pm to 12:30 am each night | RIBCO | Plaza / East Stage / East |
| Sat. Sep. 1 & Sun. Sep. 2 Setup - Fri. Aug. 31 at 8:00 am | Rock Island Grand Prix | 9/1 and 9/2: 8:30 am to 6:00 pm | District | Downtown Streets |

2012 PLAZA AND DISTRICT EVENTS LIST

| | | | | |
|------------------------------------------------------------|------------------------------------------------------------------|-----------------------------|--------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sat. Sept. 1 | 8 th Annual Labor Day Ride For Non-Hodgkin's Lymphoma | 11:00 am to 9:00 pm | Daiquiri Factory & American Cancer Society | Lot F only |
| Sat. Sept. 15 | Summer Concert Series | 6:00 pm to 12:30 am | RIBCO | Plaza / East Stage / East |
| Sat. Sept. 22 | Summer Concert Series | 6:00 pm to 12:30 am | RIBCO | Plaza / East Stage / East |
| Sat. Sept. 29 | Summer Concert Series | 6:00 pm to 12:30 am | RIBCO | Plaza / East Stage / East |
| Thur. Oct. 25 Setup begins at Noon | Fright Night In The District | 5:00 pm to 8:00 pm | District | Plaza West/East, Stage East and Arts Alley - 2 nd Ave. between 17 th & 18 th St. & intersection of 18 th St. & 2 nd Ave. |
| Sat. Oct. 27 Setup begins Wed. Oct. 24 at 8:00 am | Boneyard Boogie | 10/27 - 7:00 pm to 12:30 am | Daiquiri Factory | Plaza / East, Stage East & Lot F only |
| Fri. Dec. 7 Setup begins at 3:00 pm | Gallery Hop | 5:00 pm to 9:00 pm | District | Plaza / East, Stage East & Arts Alley |

OK
1/30/12

January 21, 2012

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

Dear Aleisha,

Enclosed please find applications for the following events:

Gallery Hop!
Quad Cities Criterium
Gumbo Ya Ya
Red, White and Boom!
Ya Maka My Weekend
Rock Island Grand Prix
Fright Night
Gallery Hop!

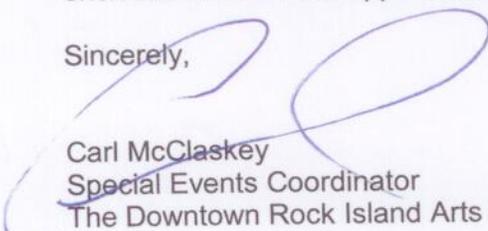
May 11, 2012
May 28, 2012
June 8 & 9, 2012
July 3, 2012
August 10 & 11, 2012
September 1 & 2, 2012
October 25, 2012
December 7, 2012

As in the past, we are requesting that the Application and Permit fees be waived for the 2 Gallery Hops, Fright Night and Red, White and Boom. These events are non-revenue generating and benefit the community and local businesses. These events are provided to the public at no cost.

I have also enclosed a copy of the 2012 Highway Resolution, for use of Rt. 92 (First Avenue) during the Quad Cities Criterium. I have highlighted the necessary changes and revisions and ask that you forward me the approved copy.

I will forward all necessary certificates of insurance upon their renewal in May, 2012. A check is enclosed to cover the application fees.

Sincerely,



Carl McClaskey
Special Events Coordinator
The Downtown Rock Island Arts & Entertainment District

January 23, 2012

Ms. Aleisha Patchin
City Clerk
1528 Third Avenue
Rock Island, IL 61201-8678

OK
1/24/12
pending insurance
certificates
& signature

Dear Ms. Patchin,

I have submitted the completed City of Rock Island Great River Plaza Activity/Event Permit for your review. I understand these forms will be submitted to the Rock Island City Council Members for approval. On my behalf, please share this letter of request with the Rock Island City Council Members to consider waiving the \$250.00 Permit Fee for Parking Lot F.

Here is the City of Rock Island's chance to bring more people downtown during day hours, and help raise money for research for Quad Citians diagnosed with Non-Hodgkin's Lymphoma. Non-Hodgkin's Lymphoma is a cancer of lymphoid tissues, a part of the lymphatic system. It is the fifth most common cancer in this country. It's a disease that affects 75,000 people every year, impacting the lives of countless family members, friends, and employers.

In conjunction with the American Cancer Society, Rock Island Chapter, (309-794-0601), I am in charge of the Seventh Annual Labor Day Ride for Non-Hodgkin's Lymphoma. This event will take place Saturday, September 1, 2012, and will begin and end at the Daiquiri Factory, 1809 2nd Avenue, Rock Island, Illinois. Last year we raised \$1100 toward research. **This year's goal is \$1500, with all revenue to be again donated to the American Cancer Society.**

How can you help? It's simple. Please consider waiving the \$250.00 Permit Fee for Parking Lot F.

We hope you will choose to participate as Daiquiri Factory works to bring more people downtown, and raise charitable funds to aid local Quad Citians affected by this disease.

Thank you for your generous consideration,

Terri L. Freeze
Ph/309-944-5531
Fx/309-946-4131
tlfreeze@geneseo.net

CONQUERING LYMPHOMA: A COMMITMENT FOR LIFE



Steve's Old Time Tap
Spring Chaser **5K**

January 24, 2012

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

Event Permit Request

Dear Ms. Patchin:

We are requesting a permit for our sixth annual event, Steve's Old Time Tap Spring Chaser, to be held Saturday, April 28, 2012. This event is a 5K Run/Walk and **all** proceeds benefit the American Red Cross of the Quad Cities Area. Since the inception of our event in 2007, we have raised over \$14,000 for the American Red Cross of the Quad Cities Area.

This year we are requesting that the permit fee be waived. This event not only draws people to downtown Rock Island, but is a non-revenue generating event; **all** proceeds go to the American Red Cross of the Quad Cities Area and help support vital lifesaving programs and services including disaster relief and health and safety education, and help raise awareness and funding. On our behalf, please share this letter of request with the Rock Island City Council Members to consider waiving the \$250 permit fee.

Enclosed with our permit application, please find a course map, proof of insurance and contact information for both race directors.

If you have any questions, please call Jayna Gallagher at 309-721-6378 or jayna@ncpr.com, or Holly Sparkman at 309-269-2141 or hk@sparkmaninternet.com. Thank you for your consideration.

Regards,

Jayna Gallagher and Holly Sparkman

RESOLUTION NO. 02-2012

H I G H W A Y R E S O L U T I O N

WHEREAS, the **Quad Cities Bicycle Club** is sponsoring a **bicycle race** in the CITY of ROCK ISLAND which event constitutes a public purpose;

WHEREAS, this **bicycle race** will require the temporary closure of IL **92 (1st Avenue)**, a State Highway in the **CITY of ROCK ISLAND** from **17th Street to 18th Street**;

WHEREAS, Section 4-408 of the Illinois Highway Code authorizes the Department of Transportation to issue permits to local authorities to temporarily close portions of State Highways for such public purposes;

NOW THEREFORE, BE IT RESOLVED by the CITY COUNCIL of the CITY of ROCK ISLAND that permission to close off **IL 92 (1st Avenue)** from **17th Street** to **18th Street** as above designated, be requested of the Department of Transportation.

BE IT FURTHER RESOLVED that this closure shall occur during the approximate time period between **5:00 A.M. and 7:00 P.M. on Monday, May 28, 2012.**

BE IT FURTHER RESOLVED that this closure is for the public purpose of **conducting a Bicycle Race (Quad Cities Criterium).**

BE IT FURTHER RESOLVED that traffic from that closed portion of highway shall be detoured over routes with an all-weather surface that can accept the anticipated traffic, which will be maintained to the satisfaction of the Department and which is conspicuously marked for the benefit of traffic diverted from the State Highway. (The parking of vehicles shall be prohibited on the detour routes to allow an uninterrupted flow of two-way traffic.) * The detour route shall be as follows:
West bound traffic: South on 20th Street to 7th Avenue, West on 7th Avenue to 15th Street, North on 15th Street to 2nd Avenue, East on 2nd Avenue to 16th Street, North on 16th Street to 1st

Avenue/Rt. 92. East Bound Traffic: South on 16th Street to 5th Avenue, East on 5th Avenue to 20th Street to 1st Avenue/Rt. 92.

BE IT FURTHER RESOLVED, that the **Quad City Bicycle Club** assumes full responsibility for the direction, protection, and regulation of the traffic during the time the detour is in effect.

BE IT FURTHER RESOLVED, that police officers or authorized flaggers shall, at the expense of the **Quad Cities Bicycle Club**, be positioned at each end of the closed section and at other points (such as intersections) as may be necessary to assist in directing traffic through the detour.

BE IT FURTHER RESOLVED, that police officers, flaggers, and officials shall permit emergency vehicles in emergency situations to pass through the closed area as swiftly as is safe for all concerned.

BE IT FURTHER RESOLVED, that all debris shall be removed by the **Quad Cities Bicycle Club** prior to reopening the State Highway.

BE IT FURTHER RESOLVED, that such signs, flags, barricades, etc., shall be used by the **Quad Cities Bicycle Club** as may be approved by the Illinois Department of Transportation. These items shall be provided by the **Quad Cities Bicycle Club**.

BE IT FURTHER RESOLVED, that the closure and detour shall be marked according to the Illinois Manual on Uniform Traffic Control Devices.

BE IT FURTHER RESOLVED, that an occasional break shall be made in the procession so that traffic may pass through. In any event adequate provisions will be made for traffic on intersecting highways pursuant to conditions noted above. (Note: this paragraph is applicable when the Resolution pertains to a parade or when no detour is required.)

BE IT FURTHER RESOLVED, that the **Quad Cities Bicycle Club** hereby agrees to assume

all liabilities and pay all claims for any damage which shall be occasioned by the closing described above.

BE IT FURTHER RESOLVED, that the Quad Cities Bicycle Club shall provide a comprehensive general liability insurance policy or an additional insured endorsement in the amount of **\$100,000 per person and \$500,000 aggregate** which has the Illinois Department of Transportation and its officials, employees, and agents as insured and which protects them from all claims arising from the requested road closing.

BE IT FURTHER RESOLVED, that a copy of this Resolution be forwarded to the Department of Transportation to serve as a formal request for the permission sought in this Resolution and to operate as part of the conditions of said permission.

ADOPTED by the CITY COUNCIL of the CITY OF ROCK ISLAND this 20th day of February 2012, A.D.

City Clerk

APPROVED by the CITY COUNCIL of the CITY of ROCK ISLAND this 20th day of February, 2012 A.D.

Mayor Dennis E. Pauley

Attest: _____
City Clerk

RESOLUTION NO. 03-2012

HIGHWAY RESOLUTION

WHEREAS, the **American Heart Association** is sponsoring a **Heart Walk** in the **CITY of ROCK ISLAND** which event constitutes a public purpose;

WHEREAS, this **Heart Walk** will require the temporary closure of the **northbound on-ramp to the Centennial Bridge, a State Highway in the CITY of ROCK ISLAND, at First Avenue**. (Note: When crossing the Centennial Bridge, will use sidewalk only – no closures needed.)

WHEREAS, Section 4-408 of the Illinois Highway Code authorizes the Department of Transportation to issue permits to local authorities to temporarily close portions of State Highways for such public purposes;

NOW THEREFORE, BE IT RESOLVED by the CITY COUNCIL of the **CITY of ROCK ISLAND** that permission to **temporarily regulate ramp traffic on the northbound on-ramp to the Centennial Bridge, a State Highway in the CITY of ROCK ISLAND, at First Avenue** as above designated, be requested of the Department of Transportation.

BE IT FURTHER RESOLVED that this closure shall occur during the approximate time period between the hours of **8:00 a.m. and 12:00 p.m. on Saturday, May 19, 2012**.

BE IT FURTHER RESOLVED that this closure is for the public purpose of use for the **American Heart Association/Heart Walk**.

BE IT FURTHER RESOLVED that traffic from that closed portion of highway shall be detoured over routes with an all-weather surface that can accept the anticipated traffic, which will be maintained to the satisfaction of the Department and which is conspicuously marked for the benefit of traffic diverted from the State Highway. *The detour route shall be as follows: **No Detour Needed**. *To be used when appropriate

BE IT FURTHER RESOLVED that the **American Heart Association** assumes full responsibility for the direction, protection, and regulation of the traffic during the time the detour is in effect.

BE IT FURTHER RESOLVED, that police officers or authorized flaggers shall, at the expense of the **American Heart Association**, be positioned at each end of the closed section and at other points (such as intersections) as may be necessary to assist in directing traffic through the detour.

BE IT FURTHER RESOLVED, that police officers, flaggers, and officials shall permit emergency vehicles in emergency situations to pass through the closed area as swiftly as is safe for all concerned.

BE IT FURTHER RESOLVED, that all debris shall be removed by the **American Heart Association** prior to re-opening the State Highway.

BE IT FURTHER RESOLVED, that such signs, flags, barricades, etc., shall be used by the **American Heart Association/Heart Walk** as may be approved by the Illinois Department of Transportation. These items shall be provided by the American Heart Association.

BE IT FURTHER RESOLVED, that the closure and detour shall be marked according to the Illinois Manual on Uniform Traffic Control Devices.

BE IT FURTHER RESOLVED that an occasional break shall be made in the procession so that traffic may pass through. In any event, adequate provisions will be made for traffic on intersecting highways pursuant to conditions noted above. (Note: this paragraph is applicable when the Resolution pertains to a parade or when no detour is required.)

BE IT FURTHER RESOLVED, that the **American Heart Association** hereby agrees to assume all liabilities and pay all claims for any damage which shall be occasioned by the closing described above.

BE IT FURTHER RESOLVED, that the American Heart Association shall provide a comprehensive general liability insurance policy or an additional insured endorsement in the amount of **\$100,000 per person and \$500,000 aggregate** which has the Illinois Department of Transportation and its officials, employees, and agents as insured and which protects them from all claims arising from the requested road closing.

BE IT FURTHER RESOLVED, that a copy of this Resolution be forwarded to the Department of Transportation to serve as a formal request for the permission sought in this Resolution and to operate as part of the conditions of said permission.

ADOPTED by the CITY COUNCIL of the CITY OF ROCK ISLAND this 20th day of February 2012, A.D.

MUNICIPAL CLERK

APPROVED by the CITY COUNCIL of the CITY of ROCK ISLAND this 20th of February 2012, A.D.

ATTEST: _____
MUNICIPAL CLERK

MAYOR