

ROCK ISLAND PARKS &
RECREATION – PARK BOARD
September 17th, 2024

Park and Recreation Board Meeting – 5:30 p.m.
Rock Island Fitness & Activity Center
4303 24th Street, Rock Island, IL.

A G E N D A

1. Call to order
2. Audience - Public Comment
3. Approval of the Minutes
 - a. Approval of August Minutes
4. Correspondence
 - a. Thank You: Cursillo in Christianity
5. Finances:
 - a. Monthly Report from Finance Department
 - b. Bills for the month of August 2024: \$379,925.26
6. Directors Reports:
 - a. Director's Report
 - b. Assistant Director's / Golf Services Report
7. Rock Island Fitness and Activity Center & Whitewater Junction:
 - a. Managers' Reports
 - b. Preschool Report
8. Golf Maintenance:
 - a. Golf Superintendents Reports
 - i. Highland Springs

ii. Saukie

9. Recreational Field Reports:

- a. Community Recreation Manager
- b. Special Events & Fundraising Manager
- c. Marketing
- d. Sports Programming

10. Park Field Reports:

- a. Sports Fields Maintenance Manager Report
- b. Chief Horticulturist Report

11. Business:

- a. Special Event Request: Ready to Rock
- b. Special Event Request: RIMSD Jr High X-Country Races
- c. Special Event Request: Paranormal Night at the Park
- d. Special Event Request: Rotary Reindeer Ramble
- e. Andrew Grau: Eagle Scout Project
- f. Realtor Park Update
- g. Sports Complex Update

12. Other Business:

- a. None

13. Items Not on the Agenda (Action cannot be taken on an item not on the agenda)

14. Adjourn

CITY OF ROCK ISLAND
PARK BOARD MEETING
RIFAC, Room 5
Rock Island IL 61201

8/20/24– Minutes

1. Call to Order

President Fred Dasso called the meeting to order at 5:30 pm.

2. Attendance

Members Present: Fred Dasso, Mike Foley, John McEvoy, Bill Anderson, Paul Hansen

Members Absent: Venessa Taylor

Staff Present: John Gripp, Executive Director; Todd Winter, Assistant Director; Kimberly Kruse, Parks Administrative Office Manager

Staff Absent: none

Audience: none

3. June Park Board Minutes

Mr. Anderson motioned to approve the minutes. Mr. Foley seconded. All voted yes.

4. Correspondence

We have a thank you from Hampton Elementary School PTA, Rally for Breast Cancer, and Habitat for Humanity were recognized.

5. Monthly Report from Finance Department as of June

Finances are through June. There has been little tax disbursement so more still to come. Transfers will happen for Schwiebert to make it whole as the end of the year. Saukie expenses will be up as bills for the new clubhouse start to turn in. Significant amount of funds were saved by using in house drafting services. Revenues compared to last year are down almost 1 mil because of the Highland Springs Construction.

6. Approval of the Bills for the Month of July for \$207,198.83

Mr. Dasso: Aye Mr. Foley: Aye Mr. McEvoy: Aye Ms. Taylor: Abs Mr. Hansen: Aye Mr. Anderson: Aye

7. Director's Report and other reports

Douglas Park sustained a lightning strike that damaged irrigation and bathroom electrical. It has been submitted to insurance. There's been high amounts of rain in July. Council approved ARPA funds usage to build a shelter structure next to the Highland Springs Clubhouse. RIFAC pool is shut down for repairs to the ceiling, gutters, and family locker rooms are having work done as well. Budget process is underway. The last of the minimum wage increases will take affect in 2025. This steady increase has caused significant strain on services. A request for tax support has been requested to make up the difference. However the tax support in the past has not kept for over 10 years and that has also caused strain with inflation prices for materials. The community has voiced an importance of the parks though.

The Saukie Clubhouse is up for approval for the demolition and construction of the new clubhouse. There is a temporary trailer that will be brought in and will arrive potentially next week. Items are starting to be taken out of the old clubhouse to get ready for this. There are a variety of golf events taking places that are all well attended. Some clinics are still going on and have been very successful. Working through software glitches and issues with the increased golf play. There have more golf cart repairs needed this year than previously.

Preschool has started up again. It is mostly full. Whitewater Junction season is winding down. The last day is Labor Day. It has been a pretty decent year. There was a small decrease due to the other pools open but it still went well.

Greens are being aerated at both golf courses. The holes at Saukie are being rerouted to accommodate construction. Working through equipment usage as many items are getting older. Working with the City Manager to potentially get a new tractor in 2025.

There has been minimal mowing at the Complex. Douglas Park is all set for fall sports. Marc has helped with nature signs at MLK Jr. Park. Stump grinding work continues.

8. New Business

Met with MidAmerican Energy for prep on the demolition of Saukie Clubhouse.

The Saukie Stone House is not viable to use due to an extremely high expense to prepare it.

The Labor Day Parade is coming up and the parks department will be walking in it to hand out candy.

Red, White and Boom is coming up on September 7th as the reschedule date from the flood.

Paul has commended Nikki Carr for making the LEAD basketball program fun.

Mr. Anderson moved to adjourn. Mr. Foley seconded. All said yes. The meeting adjourned at 6:00 pm.

Kimberly B Kruse,
Parks & Recreation
Admin Office Manager



Diocese of Peoria Northwest Area
CURSILLO IN CHRISTIANITY
3209 - 60th Street Moline, IL 61265

DEAR HIGHLAND SPRINGS / SAURIE GOLF COURSE

THANK YOU SO MUCH FOR
SUPPORTING OUR ONLY FUNDRAISER FOR
CURSILLO. WE ARE GRATEFUL FOR THE
DONATION OF A GOLF FOURSOME WITH
CART FOR OUR PRIZES. BECAUSE OF
YOUR GENEROSITY WE ARE ABLE TO DO

PARKS AND RECREATION
MONTHLY FINANCIAL REVIEW
STATEMENT OF REVENUES AND EXPENDITURES
For the One Month Ended July 31, 2024

	ORIGINAL BUDGET	REVISED BUDGET	YTD ACTUAL	% OF BUDGET
ADMIN				
REVENUES	420,846.00	420,846.00	245,497.60	58%
EXPENDITURES*	768,994.00	769,994.00	451,127.65	59%
NET	(348,148.00)	(349,148.00)	(205,630.05)	
PARKS MAINTENANCE				
REVENUES	1,407,832.00	1,686,232.00	479,764.17	28%
EXPENDITURES*	1,399,182.00	1,689,786.00	745,886.84	44%
NET	8,650.00	(3,554.00)	(266,122.67)	
RECREATION PROGRAMS				
REVENUES	1,098,744.00	1,106,244.00	478,957.58	43%
EXPENDITURES*	697,181.00	688,277.00	347,657.01	51%
NET	401,563.00	417,967.00	131,300.57	
WHITEWATER JUNCTION				
REVENUES	471,550.00	471,550.00	360,167.48	76%
EXPENDITURES*	480,011.00	485,011.00	318,492.37	66%
NET	(8,461.00)	(13,461.00)	41,675.11	
HIGHLAND SPRINGS GOLF COURSE				
REVENUES	1,272,746.00	1,277,746.00	728,820.55	57%
EXPENDITURES*	1,003,052.00	1,187,452.00	636,920.43	54%
NET	269,694.00	90,294.00	91,900.12	
SAUKIE GOLF COURSE				
REVENUES	742,200.00	742,200.00	466,724.28	63%
EXPENDITURES*	735,939.00	910,939.00	460,338.00	51%
NET	6,261.00	(168,739.00)	6,386.28	
GOLF PRO SHOP				
REVENUES	40,050.00	40,050.00	30,039.26	75%
EXPENDITURES*	25,250.00	25,250.00	24,275.87	96%
NET	14,800.00	14,800.00	5,763.39	
ROCK ISLAND FITNESS AND ACTIVITY CENTER				
REVENUES	1,677,483.00	1,677,483.00	882,811.28	53%
EXPENDITURES*	1,616,913.00	1,611,913.00	801,530.88	50%
NET	60,570.00	65,570.00	81,280.40	
SCHWIEBERT RIVERFRONT PARK				
REVENUES	136,292.00	136,292.00	30,633.13	22%
EXPENDITURES*	134,925.00	135,625.00	27,429.52	20%
NET	1,367.00	667.00	3,203.61	
TOTAL (LESS CAPITAL PROJECTS)				
REVENUES	7,267,743.00	7,558,643.00	3,703,415.33	49%
EXPENDITURES*	6,861,447.00	7,504,247.00	3,813,658.57	51%
DEPRECIATION	534,364.00	534,364.00	173,444.57	
NET	(128,068.00)	(479,968.00)	(283,687.81)	
CAPITAL PROJECTS (MEL MCKAY PARK, HIGHLAND SPRINGS & SAUKIE CLUBHOUSES)				
REVENUES	-	901,800.00	-	0%
EXPENDITURES*	406,296.00	1,402,669.00	64,974.60	31%
NET	(406,296.00)	(500,869.00)	(64,974.60)	
ARPA FUND PROJECTS (MEL MCKAY PARK, DENKMANN PARK & RIFAC REMODEL)				
EXPENDITURES	-	734,307.04	433,847.50	59%

*LESS DEPRECIATION

PARKS AND RECREATION
PRELIMINARY MONTHLY FINANCIAL REVIEW
2 YEAR COMPARISON
FOR THE ONE MONTH ENDED JULY 31, 2024 & 2023

During the budget process for CY 2024, \$420,846 was transferred from the General Fund surplus to the Parks and Recreation Fund to assist with balancing the 2024 budget. The Parks and Recreation Fund received the another property tax disbursement at the end of August in the amount of \$471,135. In 2023, the Parks and Recreation Fund received ARPA funds in the amount of \$600,000 that were used for the Highland Springs Clubhouse renovation. The Fund also received CDBG funds in the of \$281,068 that were used for the Hauberg renovation. Finally, the Parks and Recreation Fund received a transfer from the City's General Fund that was \$277,000 more for this period in 2023 than was budgeted in 2024.

1. Revenue:

Golf	Up \$116,899 (24%) from the same period in 2023
Memberships	Down \$79,691 (10%) from the same period in 2023
Programs	Up \$55,309 (12%) from the same period in 2023
Concessions	Down \$17,577 (5%) from the same period in 2023
Rentals	Up \$29,001 (9%) from the same period in 2023

2. Wage Expenses are up \$59,646 (4%) from the same period in 2023

3. Supply and Service Expenses are down \$78,786 (5%) over the same period in 2023

4. Year-to-date Revenues and Transfers - All sources

2024	2023
\$ 3,703,415	\$ 5,173,999

5. Year-to-date Expenditures and Transfers - All sources - Excluding Depreciation Expense and Loss - Sale of Asset

2024	2023
\$ 3,878,633	\$ 4,274,289

6. Year-to-date Excess of Revenues over Expenditures excluding Depreciation Expense and Loss - Sale of Asset

2024	2023
\$ (175,218)	\$ 899,710

Permanent Notes

In 2017, the City of Rock Island adopted a new policy on the purchase of capital assets. Beginning in 2017, only purchases \$25,000 and over would be considered capital assets and depreciated over a period of time. Purchases under the \$25,000 threshold would be recorded as an expense in the year of the purchase. The previous threshold was \$10,000. The City's auditors suggested staff retroactively apply the new threshold to all capital assets regardless of when the asset was purchased. This resulted in a loss on the disposal of this equipment of \$200,226 which was not been included in expenditures for comparison reasons. This is a one-time charge as all of Park's capital assets under \$25,000 have been removed from the capital asset list as of this report. The removal of these assets reduced Park's annual depreciation expense by approximately \$42,000 (\$3,500 per month). During the 2018 audit, the auditors determined that the disposals were from prior years and created a journal entry to remove the loss from the 2018 books.

2018 also had an additional expense of approximately \$370,000 due to payments for accelerated payouts to IMRF. These payouts were for the years 2015-2017 when a few employees retired and were paid for their unused vacation time. The severance pay raised the retirees annual income and also raised the amount of their pension benefit which is why IMRF requested these additional funds. Since the expenditures were for years that are closed to adjustments, they had to be posted to 2018. This large amount should be a one time event due to the limitations that the city has placed on vacation time carried over each year. This event also caused the audit pension liability adjustment to be an unusually high amount in just under \$1 million dollars.

010 CITY OF ROCK ISLAND

LIST OF BILLS PRESENTED TO THE BOARD OF TRUSTEES
FROM AUGUST 01 2024 TO AUGUST 31 2024

DEPT	VENDOR NBR	VENDOR NAME	INVOICE DESCRIPTION	AMOUNT	FUND DESCRIPTION
PARK/REC ADMINISTRATION					
	18556	AUDELIA M GONZALEZ	labor day parade	400.00	276 RI LABOR DAY PARADE
	16744	BIG RIVER BRASS BAND LTD	labor day parade	350.00	276 RI LABOR DAY PARADE
	18276	HERMAN L BLACKMON	labor day parade	350.00	276 RI LABOR DAY PARADE
	14007	JOHN J MUELLER	labor day parade	350.00	276 RI LABOR DAY PARADE
	17341	LARRY BURNS	labor day parade	500.00	276 RI LABOR DAY PARADE
	00560	MIDAMERICAN ENERGY	elec admin	100.00	555 PARK & RECREATION
	01994	NATIONAL RECREATION & PARK ASSN	Rock Island Parks & Rec dues	1200.00	555 PARK & RECREATION
	01240	OFFICE MACHINE CONSULTANTS INC	COPY CHARGES 4/1/24-6/30/24	1.98	555 PARK & RECREATION
			COPY CHARGES 4/1/24-6/30/24	104.24	555 PARK & RECREATION

				106.22	
	01735	RI HIGH SCHOOL BAND	labor day parade	450.00	276 RI LABOR DAY PARADE
	01734	ROCKRIDGE HIGH BAND	labor day parade	450.00	276 RI LABOR DAY PARADE
	08678	SHELTERED REALITY BAND	labor day parade	700.00	276 RI LABOR DAY PARADE
	01001	ST. AMBROSE UNIVERSITY	labor day parade	450.00	276 RI LABOR DAY PARADE
	00942	YOUTH SERVICE BUREAU	labor day parade	300.00	276 RI LABOR DAY PARADE
			TOTAL :	5706.22	
RECREATION					
	05754	BREEDLOVE'S SPORTING GOODS	zone pylons, down box	279.31	555 PARK & RECREATION
	18243	CHRIS ONTIVEROS	tennis lessons	240.00	555 PARK & RECREATION
	15887	CS TECHNOLOGIES, INC	TELEPHONE SERVICES	37.04	555 PARK & RECREATION
			TELEPHONE SERVICES	15.88	555 PARK & RECREATION

				52.92	
	17917	ENTERPRISE FM TRUST	Enterprise Lease	1352.40	555 PARK & RECREATION
	00146	HANDY TRUE VALUE	starlight keys	1.99	555 PARK & RECREATION
	18520	JANICE LESANE KATAMBWA	adv camp entertainment	200.00	555 PARK & RECREATION
	00216	JOHANNES BUS SERVICE INC	adv camp bus	1242.50	555 PARK & RECREATION
			adv camp bus trip	1257.50	555 PARK & RECREATION

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FROM AUGUST 01 2024 TO AUGUST 31 2024

DEPT	VENDOR NBR	VENDOR NAME	INVOICE DESCRIPTION	AMOUNT	FUND DESCRIPTION
				2500.00	
00560		MIDAMERICAN ENERGY	gas/hauberg	110.48	555 PARK & RECREATION
			elec/hauberg	1329.17	555 PARK & RECREATION
				1439.65	
01781		MILLENNIUM/BFI	hauberg garbage	154.33	555 PARK & RECREATION
01240		OFFICE MACHINE CONSULTANTS INC	COPY CHARGES 4/1/24-6/30/24	312.71	555 PARK & RECREATION
			COPY CHARGES 4/1/24-6/30/24	435.35	555 PARK & RECREATION
				748.06	
18183		QC CUSTOM TEES & MORE	football jerseys	612.25	555 PARK & RECREATION
			labor day shirts	150.00	555 PARK & RECREATION
			soccer uniforms	1271.00	555 PARK & RECREATION
			soccer uniforms	203.00	555 PARK & RECREATION
			football jerseys	152.25	555 PARK & RECREATION
			flag football letters/numbers	408.00	555 PARK & RECREATION
			football add ons	29.00	555 PARK & RECREATION
			staff shirts	326.50	555 PARK & RECREATION
			football add ons	8.00	555 PARK & RECREATION
				3160.00	
18388		SHAWNEE MISSION TREE SERVICE INC / ADVANTAGE	oak tree removal	3450.00	555 PARK & RECREATION
18067		THYMET PEST CONTROL / BCRGEHN INC	carriage house bugs	60.00	555 PARK & RECREATION
			hauberg bug spray	26.00	555 PARK & RECREATION
				86.00	
00639		TRI STATE FIRE CONTR	hauberg fire ext maint	204.78	555 PARK & RECREATION
11026		VERIZON WIRELESS	309-520-4520	35.01	555 PARK & RECREATION
			TOTAL :	13904.45	
WHITEWATER AQUATIC CTR					
01274		A & A AC & REFRIGERATION INC	wwj ice machine rent	125.00	555 PARK & RECREATION
15887		CS TECHNOLOGIES, INC	TELEPHONE SERVICES	31.75	555 PARK & RECREATION
18091		GLOBAL SECURITY SERVICES-IA	wwj repair key pads	148.25	555 PARK & RECREATION
			wwj security monitor	150.00	555 PARK & RECREATION
				298.25	
15043		GOLD MEDAL PRODUCTS COMPANY	wwj food	743.86	555 PARK & RECREATION

010 CITY OF ROCK ISLAND

LIST OF BILLS PRESENTED TO THE BOARD OF TRUSTEES
FROM AUGUST 01 2024 TO AUGUST 31 2024

DEPT	VENDOR NBR	VENDOR NAME	INVOICE DESCRIPTION	AMOUNT	FUND	DESCRIPTION
			wwj food	1336.63	555	PARK & RECREATION
			wwj foil	44.90	555	PARK & RECREATION
			wwj foil sheets	44.90	555	PARK & RECREATION
			wwj food	731.96	555	PARK & RECREATION
			wwj foil sheets	82.15	555	PARK & RECREATION

				2984.40		
03166		HAPPY JOES PIZZA	wwj food	829.00	555	PARK & RECREATION
			wwj food	719.00	555	PARK & RECREATION
			wwj food	1765.00	555	PARK & RECREATION
			wwj food	1679.50	555	PARK & RECREATION
			wwj food	1539.00	555	PARK & RECREATION
			wwj food	205.00	555	PARK & RECREATION

				6736.50		
06030		HAWKINS INC	Azone	2836.28	555	PARK & RECREATION
			azone,sulfuric acid	3580.25	555	PARK & RECREATION
			sodium bicarbonate	2323.58	555	PARK & RECREATION
			azone	2136.00	555	PARK & RECREATION
			Azone	1372.70	555	PARK & RECREATION

				12248.81		
00153		HEMPEL PIPE & SUPPLY	riser clamp	117.04	555	PARK & RECREATION
07531		ILLINOIS STATE FIRE MARSHALL	certificate-PV Whitewater Junc	70.00	555	PARK & RECREATION
08664		INTEGRITY CLEANING S	wwj cleaning	700.00	555	PARK & RECREATION
06727		JEFFREY WHITTEN	wwj adult swim dj	750.00	555	PARK & RECREATION
00528		MENARDS INC	outdoor rug/tarp/rope hook	38.02	555	PARK & RECREATION
			supplies	58.29	555	PARK & RECREATION
			outdoor rug	33.58	555	PARK & RECREATION

				129.89		
00560		MIDAMERICAN ENERGY	elec/whitewater junction	3554.44	555	PARK & RECREATION
			gas/whitewater	1310.89	555	PARK & RECREATION

				4865.33		
01781		MILLENNIUM/BFI	wwj garbage	294.10	555	PARK & RECREATION
18070		ONMEDIA AD SALES	wwj ads	1020.00	555	PARK & RECREATION
			wwj ads	200.00	555	PARK & RECREATION

				1220.00		

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FROM AUGUST 01 2024 TO AUGUST 31 2024

DEPT	VENDOR NBR	VENDOR NAME	INVOICE DESCRIPTION	AMOUNT	FUND DESCRIPTION
01067	PERFORMANCE FOOD GROUP	TPC	wwj food	282.88	555 PARK & RECREATION
			wwj glvoes	215.18	555 PARK & RECREATION
			wwj food	517.42	555 PARK & RECREATION
			wwj gloves	39.82	555 PARK & RECREATION

				1055.30	
01174	STERN BEVERAGE INC		wwj beer	176.95	555 PARK & RECREATION
			wwj beer	237.05	555 PARK & RECREATION

				414.00	
14930	TOWNSQUARE MEDIA QUAD CITIES		wwj ads	1308.00	555 PARK & RECREATION
17008	WP BEVERAGE LLC		wwj drinks	469.83	555 PARK & RECREATION
			wwj drinks	451.65	555 PARK & RECREATION
			wwj drinks	301.60	555 PARK & RECREATION
			wwj drinks	425.55	555 PARK & RECREATION

				1648.63	
			TOTAL :	34997.00	
SCHWIEBERT RIVERFRONT PA	17660	ANTHONY M CARTON	thurs groove band	800.00	555 PARK & RECREATION
16438	BRADLEY MICHAEL BRENNY		Red White Boom band	1500.00	555 PARK & RECREATION
00387	CITY OF ROCK ISLAND		seasonal concessions stand	100.00	555 PARK & RECREATION
15887	CS TECHNOLOGIES, INC		TELEPHONE SERVICES	5.29	555 PARK & RECREATION
15413	DAVID SOLIZ		Thurs groove band	900.00	555 PARK & RECREATION
03166	HAPPY JOES PIZZA		thur groove food	93.00	555 PARK & RECREATION
			thur groove food	93.00	555 PARK & RECREATION

				186.00	
17968	JEFFREY LEE PIRLER		RWB sound	1000.00	555 PARK & RECREATION
			thur groove sound guy	2250.00	555 PARK & RECREATION

				3250.00	
12445	JOSHUA DUFFEE		thurs groove band	1200.00	555 PARK & RECREATION
18767	LAURA SUE HAMMES		thur groove band	800.00	555 PARK & RECREATION
18768	LORENA ANN SOLIZ		thur groove band	1000.00	555 PARK & RECREATION
16378	MICHAEL W PEPPING		thurs groove band	1000.00	555 PARK & RECREATION

010 CITY OF ROCK ISLAND

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FROM AUGUST 01 2024 TO AUGUST 31 2024

DEPT	VENDOR NBR	VENDOR NAME	INVOICE DESCRIPTION	AMOUNT	FUND DESCRIPTION
	00560	MIDAMERICAN ENERGY	elec/schwiebert	755.77	555 PARK & RECREATION
	01781	MILLENNIUM/BFI	Schwiebert garbage	145.87	555 PARK & RECREATION
	18745	PAUL JOSEPH PALOS	thurs groov band	800.00	555 PARK & RECREATION
	01067	PERFORMANCE FOOD GROUP TPC	thur groove	252.18	555 PARK & RECREATION
	18541	SHAWN DRISCOLL	thurs groove band	1000.00	555 PARK & RECREATION
	18912	TAMARA FELDEN	refund canceled reg for revive	40.00	555 PARK & RECREATION
			TOTAL :	13735.11	
PARKS					
	01768	BURNS STUMP REMOVAL	parks grind stumps	1200.00	555 PARK & RECREATION
	01200	C D FORD & SONS INC	hort sunshine	768.30	555 PARK & RECREATION
	15887	CS TECHNOLOGIES, INC	TELEPHONE SERVICES	21.17	555 PARK & RECREATION
			TELEPHONE SERVICES	5.29	555 PARK & RECREATION

				26.46	
	01141	D & K PRODUCTS	douglas herbicide	665.00	555 PARK & RECREATION
			douglas field king	112.50	555 PARK & RECREATION
			douglas proslide	82.52	555 PARK & RECREATION

				860.02	
	17917	ENTERPRISE FM TRUST	Enterprise Lease	450.80	555 PARK & RECREATION
	14850	FINER FINISH GROUNDS CARE LLC	mowing contract	9100.00	555 PARK & RECREATION
	00146	HANDY TRUE VALUE	top soil	15.16	555 PARK & RECREATION
	07348	KYMBYL KOMplete KARE	mowing contract	3698.59	555 PARK & RECREATION
	00560	MIDAMERICAN ENERGY	elec/parks	5053.83	555 PARK & RECREATION
			elec/complex	184.03	555 PARK & RECREATION
			gas/parks	138.49	555 PARK & RECREATION

				5376.35	
	01781	MILLENNIUM/BFI	parks garbage	145.87	555 PARK & RECREATION
	01240	OFFICE MACHINE CONSULTANTS INC	COPY CHARGES 4/1/24-6/30/24	0.15	555 PARK & RECREATION
	07760	SITEONE LANDSCAPE SUPPLY HOLDINGS, LLC	douglas rotors parts	463.62	555 PARK & RECREATION

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DEPT	VENDOR NBR	VENDOR NAME	INVOICE DESCRIPTION	AMOUNT	FUND DESCRIPTION
	03478	SUNBELT RENTALS INC	douglas manlift rent	1013.78	555 PARK & RECREATION
	18067	THYMET PEST CONTROL / BCRGEHN INC	chalet bug spray	26.00	555 PARK & RECREATION
	00939	XYLEM LTD / MELIX INC	parks mulch	1606.50	555 PARK & RECREATION
TOTAL :				24751.60	
HIGHLAND GOLF MAINTENANC					
15725		ARNOLD MOTOR SUPPLY LLP	highland parts	72.02	555 PARK & RECREATION
			highland wire stripper	26.95	555 PARK & RECREATION
			highland cherry bomb	29.95	555 PARK & RECREATION
			highland fuel filter	31.78	555 PARK & RECREATION
			highland hardware	53.96	555 PARK & RECREATION
			highland fuel filter	18.86	555 PARK & RECREATION
			highland return filter	18.86	555 PARK & RECREATION
			highland spark plugs	13.00	555 PARK & RECREATION
			highland fuel filter	15.89	555 PARK & RECREATION
			highland core returns	48.00	555 PARK & RECREATION
			highland separator filter	92.76	555 PARK & RECREATION
			highland multi cart	182.95	555 PARK & RECREATION
				471.26	
	00297	BLICK & BLICK OIL	highland fuel	743.39	555 PARK & RECREATION
			highland fuel	869.97	555 PARK & RECREATION
			highland fuel	470.26	555 PARK & RECREATION
				2083.62	
	15887	CS TECHNOLOGIES, INC	TELEPHONE SERVICES	10.58	555 PARK & RECREATION
	01141	D & K PRODUCTS	highland fung, ignition, plant	3161.99	555 PARK & RECREATION
			highland ultramx hose	586.00	555 PARK & RECREATION
			highland amm sulfate	32.60	555 PARK & RECREATION
			highland fungicides	1509.30	555 PARK & RECREATION
				5289.89	
	18091	GLOBAL SECURITY SERVICES-IA	HS maint security monitor	105.00	555 PARK & RECREATION
			HS Maint security monitor	93.20	555 PARK & RECREATION
			HS maint security monitor	93.20	555 PARK & RECREATION
			HS Maint security monitor	105.00	555 PARK & RECREATION
				396.40	
	00423	LAWSON PRODUCTS INC	highland deg lube ftg bdy, har	419.47	555 PARK & RECREATION
	17060	LEIBOLD IRRIGATION INC	highland repair	5264.28	555 PARK & RECREATION
	00482	MARTIN EQUIPMENT OF ILLINOIS INC	highland wear plate, bulk hose	1912.08	555 PARK & RECREATION

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LIST OF BILLS PRESENTED TO THE BOARD OF TRUSTEES
FROM AUGUST 01 2024 TO AUGUST 31 2024

DEPT	VENDOR NBR	VENDOR NAME	INVOICE DESCRIPTION	AMOUNT	FUND DESCRIPTION
00528		MENARDS INC	highland plates, coff	50.95	555 PARK & RECREATION
			highland tarp	114.99	555 PARK & RECREATION
			highland cement, primer	123.56	555 PARK & RECREATION

				289.50	
00560		MIDAMERICAN ENERGY	gas/highland springs	96.99	555 PARK & RECREATION
			elec/highland springs	1833.34	555 PARK & RECREATION

				1930.33	
12083		MTI DISTRIBUTING INC	highland hoses	84.84	555 PARK & RECREATION
			highland tine-quad	635.93	555 PARK & RECREATION

				720.77	
00364		NCH CORPORATION / CERTIFIED LABORATORIES	highland dri-lub	221.07	555 PARK & RECREATION
04257		PHELPS UNIFORM SPECIALISTS INC	highland mats & towels	28.27	555 PARK & RECREATION
			highland laundry	9.61	555 PARK & RECREATION
			highland mats & towels	28.27	555 PARK & RECREATION
			highland laundry	9.61	555 PARK & RECREATION
			highland laundry	9.61	555 PARK & RECREATION
			highland mats & towels	28.27	555 PARK & RECREATION
			highland laundry	9.61	555 PARK & RECREATION
			highland mats & towels	28.27	555 PARK & RECREATION
			highland mats & towels	28.27	555 PARK & RECREATION
			highland laundry	9.61	555 PARK & RECREATION
			highland laundry	9.61	555 PARK & RECREATION
			highland mats & towels	28.27	555 PARK & RECREATION
			highland mats & towels	28.27	555 PARK & RECREATION
			highland laundry	9.61	555 PARK & RECREATION
			highland mats & towels	28.27	555 PARK & RECREATION
			highland laundry	9.61	555 PARK & RECREATION
			highland laundry	9.61	555 PARK & RECREATION
			highland mats & towels	28.27	555 PARK & RECREATION

				340.92	
01168		R & R PRODUCTS INC	highland housing - motor	287.00	555 PARK & RECREATION
			highland teejet adap,cap/washe	139.87	555 PARK & RECREATION
			highland bushing, washer, rake	192.60	555 PARK & RECREATION

				619.47	
18369		REVELS TURF AND TRACTOR, LLC	highland lever, spacer	1788.20	555 PARK & RECREATION
03477		RIVER CITY TURF & ORNAMENTAL	ipro, flexguard	1930.80	555 PARK & RECREATION
			highland ipro	867.00	555 PARK & RECREATION
			highland tebuconazole	524.88	555 PARK & RECREATION

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LIST OF BILLS PRESENTED TO THE BOARD OF TRUSTEES
FROM AUGUST 01 2024 TO AUGUST 31 2024

DEPT	VENDOR NBR	VENDOR NAME	INVOICE DESCRIPTION	AMOUNT	FUND DESCRIPTION
				3322.68	
07760		SITEONE LANDSCAPE SUPPLY HOLDINGS, LLC	highland lesco foam	51.79	555 PARK & RECREATION
			highland pipe, degrade, lesco	903.24	555 PARK & RECREATION
				955.03	
12965		VAN WALL EQUIPMENT INC	highland pulleyk, lock	179.88	555 PARK & RECREATION
			highland wires	187.04	555 PARK & RECREATION
				366.92	
			TOTAL :	26402.47	
HIGHLAND CLUBHOUSE					
01274		A & A AC & REFRIGERATION INC	highland ice machine rent	175.00	555 PARK & RECREATION
			highland ice machine repair	215.16	555 PARK & RECREATION
				390.16	
00297		BLICK & BLICK OIL	highland fuel	987.15	555 PARK & RECREATION
			highland fuel	1169.06	555 PARK & RECREATION
				2156.21	
15731		BREAKTHRU BEVERAGE ILLINOIS, LLC	highland alcohol	425.61	555 PARK & RECREATION
			highland alcohol	1293.26	555 PARK & RECREATION
				1718.87	
15887		CS TECHNOLOGIES, INC	TELEPHONE SERVICES	31.75	555 PARK & RECREATION
09929		EUCLID BEVERAGE OF GALESBURG	highland beer	648.55	555 PARK & RECREATION
			highland beer	867.95	555 PARK & RECREATION
			highland beer	457.60	555 PARK & RECREATION
			highland beer	729.10	555 PARK & RECREATION
			highland beer	172.80	555 PARK & RECREATION
				2876.00	
17985		G & M DISTRIBUTORS INC	highland beer	134.00	555 PARK & RECREATION
			highland beer	326.00	555 PARK & RECREATION
			highland beer	344.00	555 PARK & RECREATION
			highland beer	176.00	555 PARK & RECREATION
				980.00	
18711		GOLF COMPETE INC	highland software fees	428.00	555 PARK & RECREATION
15561		GPS TECHNOLOGIES, INC.	highland gps on carts	630.00	555 PARK & RECREATION

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DEPT	VENDOR NBR	VENDOR NAME	INVOICE DESCRIPTION	AMOUNT	FUND DESCRIPTION
02905	HIGHLAND PACKING CO INC	highland food	767.75	555	PARK & RECREATION
		highland food	427.94	555	PARK & RECREATION
		highland food	443.28	555	PARK & RECREATION
		highland food	383.98	555	PARK & RECREATION
		highland food	551.88	555	PARK & RECREATION
		highland food	583.02	555	PARK & RECREATION
		highland food	57.12	555	PARK & RECREATION
		highland food	795.14	555	PARK & RECREATION

			4010.11		
08664	INTEGRITY CLEANING S	highland window cleaning	350.00	555	PARK & RECREATION
14433	JEFFREY LEE LARUE	highland golf teacher	450.00	555	PARK & RECREATION
		highland golf teacher	450.00	555	PARK & RECREATION
		highland golf teacher	450.00	555	PARK & RECREATION
		highland golf teach	450.00	555	PARK & RECREATION
		highland golf teacher	450.00	555	PARK & RECREATION

			2250.00		
01781	MILLENNIUM/BFI	highland garbage	376.02	555	PARK & RECREATION
12284	MYERS COX CO	highland food	938.39	555	PARK & RECREATION
		highland liners	30.35	555	PARK & RECREATION
		highland straws, deli paper	47.20	555	PARK & RECREATION
		highland food	887.61	555	PARK & RECREATION
		highland soaps	280.22	555	PARK & RECREATION
		highland food	726.12	555	PARK & RECREATION
		highland food	473.70	555	PARK & RECREATION

			3383.59		
01240	OFFICE MACHINE CONSULTANTS INC	COPY CHARGES 4/1/24-6/30/24	85.02	555	PARK & RECREATION
18070	ONMEDIA AD SALES	highland ads	607.50	555	PARK & RECREATION
18129	SOUTHERN GLAZERS WINE AND SPIRITS LLC	highland alcohol	212.58	555	PARK & RECREATION
01174	STERN BEVERAGE INC	highland beer	485.80	555	PARK & RECREATION
		highland beer	803.65	555	PARK & RECREATION
		highland beer	553.70	555	PARK & RECREATION
		highland beer	1184.65	555	PARK & RECREATION
		highland beer	1012.90	555	PARK & RECREATION
		highland beer	373.20	555	PARK & RECREATION

			4413.90		
05600	THE PRINTERS MARK	highland rain check cards	93.00	555	PARK & RECREATION

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DEPT	VENDOR NBR	VENDOR NAME	INVOICE DESCRIPTION	AMOUNT	FUND DESCRIPTION
17008	WP	BEVERAGE LLC	highland drinks	598.07	555 PARK & RECREATION
			highland drinks	1158.77	555 PARK & RECREATION
			highland drinks	522.08	555 PARK & RECREATION
			highland drinks	896.17	555 PARK & RECREATION
			highland drinks	482.71	555 PARK & RECREATION
				3657.80	
13074	YAMAHA MOTOR CORP	USA	highland golf carts	5140.79	555 PARK & RECREATION
			TOTAL :	33791.30	
GOLF PRO SHOP					
17015	BLACK CLOVER ENTERPRISE	LLC	proshop merch	578.10	555 PARK & RECREATION
07868	SUN MOUNTAIN SPORTS		proshop merch	369.00	555 PARK & RECREATION
01181	TITLEIST		proshop merch	625.00	555 PARK & RECREATION
			TOTAL :	1572.10	
SAUKIE GOLF MAINTENANCE					
15725	ARNOLD MOTOR SUPPLY	LLP	saukie floor dry	21.90	555 PARK & RECREATION
			saukie toggle switch	13.99	555 PARK & RECREATION
			saukie tee wraps	23.14	555 PARK & RECREATION
			saukie hose clamps	27.88	555 PARK & RECREATION
			saukie screws	35.50	555 PARK & RECREATION
				122.41	
00297	BLICK & BLICK OIL		saukie fuel	970.07	555 PARK & RECREATION
15887	CS TECHNOLOGIES, INC		TELEPHONE SERVICES	5.29	555 PARK & RECREATION
01141	D & K PRODUCTS		saukie foursome	549.24	555 PARK & RECREATION
			saukie fungicides	2209.05	555 PARK & RECREATION
			saukie bentgrass	2680.00	555 PARK & RECREATION
			saukie soil conditioner	515.00	555 PARK & RECREATION
				5953.29	
00482	MARTIN EQUIPMENT OF ILLINOIS	INC	saukie orings, core, elbow	79.57	555 PARK & RECREATION
00528	MENARDS INC		saukie paper towels	4.50	555 PARK & RECREATION
			saukie wedge anchors	12.40	555 PARK & RECREATION
			saukie drill bit, hd xtreme	15.97	555 PARK & RECREATION
			saukie earplugs	53.98	555 PARK & RECREATION
				86.85	
00560	MIDAMERICAN ENERGY		gas/saukie	73.58	555 PARK & RECREATION

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FROM AUGUST 01 2024 TO AUGUST 31 2024

DEPT	VENDOR NBR	VENDOR NAME	INVOICE DESCRIPTION	AMOUNT	FUND DESCRIPTION
			elec/saukie	859.12	555 PARK & RECREATION
				932.70	
12083	MTI DISTRIBUTING INC		saukie bedknife	349.89	555 PARK & RECREATION
00364	NCH CORPORATION / CERTIFIED LABORATORIES		saukie dri-lub	221.08	555 PARK & RECREATION
04257	PHELPS UNIFORM SPECIALISTS INC		saukie towels	14.55	555 PARK & RECREATION
			saukie towels	14.55	555 PARK & RECREATION
			saukie towels	14.55	555 PARK & RECREATION
			saukie laundry	11.86	555 PARK & RECREATION
			saukie laundry	11.86	555 PARK & RECREATION
			saukie laundry	11.86	555 PARK & RECREATION
			saukie towels	14.55	555 PARK & RECREATION
			saukie laundry	11.86	555 PARK & RECREATION
			saukie towels	14.55	555 PARK & RECREATION
			saukie laundry	11.86	555 PARK & RECREATION
			saukie laundry	11.86	555 PARK & RECREATION
			saukie towels	14.55	555 PARK & RECREATION
			saukie laundry	11.86	555 PARK & RECREATION
			saukie towels	14.55	555 PARK & RECREATION
			saukie towels	14.55	555 PARK & RECREATION
			saukie laundry	11.86	555 PARK & RECREATION
				211.28	
18369	REVELS TURF AND TRACTOR, LLC		saukie level, spacer	1788.19	555 PARK & RECREATION
03477	RIVER CITY TURF & ORNAMENTAL		saukie ipro	2312.00	555 PARK & RECREATION
07760	SITEONE LANDSCAPE SUPPLY HOLDINGS, LLC		saukie pvc coupling	320.66	555 PARK & RECREATION
12965	VAN WALL EQUIPMENT INC		saukie valve, loc15	1282.43	555 PARK & RECREATION
17980	WENDLING QUARRIES INC		saukie usga 35-60	657.77	555 PARK & RECREATION
00945	ZIMMER & FRANCESCON		saukie pipe	360.97	555 PARK & RECREATION
			saukie pipe	462.95	555 PARK & RECREATION
				823.92	
			TOTAL :	16117.40	
SAUKIE CLUBHOUSE					
01274	A & A AC & REFRIGERATION INC		saukie repair	163.37	555 PARK & RECREATION
			saukie repair	197.50	555 PARK & RECREATION
				360.87	
00297	BLICK & BLICK OIL		saukie fuel	1201.57	555 PARK & RECREATION

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DEPT	VENDOR NBR	VENDOR NAME	INVOICE DESCRIPTION	AMOUNT	FUND DESCRIPTION
15731	BREAKTHRU BEVERAGE ILLINOIS, LLC	saukie alcohol	616.87	555	PARK & RECREATION
15887	CS TECHNOLOGIES, INC	TELEPHONE SERVICES	31.75	555	PARK & RECREATION
09929	EUCLID BEVERAGE OF GALESBURG	saukie beer	364.60	555	PARK & RECREATION
		saukie beer	300.05	555	PARK & RECREATION
		saukie beer	665.85	555	PARK & RECREATION

			1330.50		
17985	G & M DISTRIBUTORS INC	saukie beer	218.00	555	PARK & RECREATION
		saukie beer	302.00	555	PARK & RECREATION
		saukie beer	176.00	555	PARK & RECREATION

			696.00		
18091	GLOBAL SECURITY SERVICES-IA	saukie security monitor	105.00	555	PARK & RECREATION
18711	GOLF COMPETE INC	saukie software fees	428.00	555	PARK & RECREATION
12721	HARRIS MOTOR SPORTS	saukie steering issue	712.99	555	PARK & RECREATION
02905	HIGHLAND PACKING CO INC	saukie food	283.08	555	PARK & RECREATION
		saukie food	195.84	555	PARK & RECREATION
		saukie food	177.20	555	PARK & RECREATION
		saukie food	181.44	555	PARK & RECREATION
		saukie food	294.19	555	PARK & RECREATION

			1131.75		
08306	INTERSTATE FENCE	Saukie temp fence	3600.00	555	PARK & RECREATION
16094	MICHAEL PHILHOWER	saukie mileage	357.63	555	PARK & RECREATION
01781	MILLENNIUM/BFI	saukie garbage	172.31	555	PARK & RECREATION
12284	MYERS COX CO	saukie foil, liners	65.75	555	PARK & RECREATION
		saukie baggies	22.11	555	PARK & RECREATION
		saukie food	894.58	555	PARK & RECREATION
		saukie food	412.93	555	PARK & RECREATION
		saukie food	210.86	555	PARK & RECREATION
		saukie cups, towels	116.34	555	PARK & RECREATION
		saukie food	425.80	555	PARK & RECREATION
		saukie paper towels, liners	95.76	555	PARK & RECREATION
		saukie food	222.42	555	PARK & RECREATION

			2466.55		
18070	ONMEDIA AD SALES	saukie ads	607.50	555	PARK & RECREATION
		saukie ads	20.00	555	PARK & RECREATION

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DEPT	VENDOR NBR	VENDOR NAME	INVOICE DESCRIPTION	AMOUNT	FUND DESCRIPTION

				627.50	
01174		STERN BEVERAGE INC	saukie beer	347.00	555 PARK & RECREATION
			saukie beer	445.30	555 PARK & RECREATION
			saukie beer	844.65	555 PARK & RECREATION
			saukie beer	421.80	555 PARK & RECREATION

				2058.75	
17008		WP BEVERAGE LLC	saukie drinks	624.39	555 PARK & RECREATION
			saukie drinks	351.81	555 PARK & RECREATION
			saukie drinks	722.22	555 PARK & RECREATION
			saukie drinks	378.27	555 PARK & RECREATION

				2076.69	
13074		YAMAHA MOTOR CORP USA	saukie golf carts	3572.41	555 PARK & RECREATION
			TOTAL :	21547.14	
RIFAC					
18595		ANDREA LOPREATO	basketball clinic instructor	63.00	555 PARK & RECREATION
17608		ATHENA ENERGY SERVICES HOLDINGS LLC	rifac gas	732.66	555 PARK & RECREATION
15887		CS TECHNOLOGIES, INC	TELEPHONE SERVICES	21.17	555 PARK & RECREATION
			TELEPHONE SERVICES	68.79	555 PARK & RECREATION

				89.96	
18445		DREGITS POPP GROUP LLC	soccer shots teach	132.00	555 PARK & RECREATION
18091		GLOBAL SECURITY SERVICES-IA	rifac security monitor	70.00	555 PARK & RECREATION
			rifac security monitor	70.00	555 PARK & RECREATION

				140.00	
00373		GREAT WESTERN SUPPLY	foaming hiar/body optimun	3154.75	555 PARK & RECREATION
00146		HANDY TRUE VALUE	bulbs	8.99	555 PARK & RECREATION
06030		HAWKINS INC	sulfuric acid	1494.10	555 PARK & RECREATION
08664		INTEGRITY CLEANING S	RIFAC cleaning	1440.00	555 PARK & RECREATION
00216		JOHANNES BUS SERVICE INC	preschool camp bus	191.25	555 PARK & RECREATION
			preschool bus trip	750.00	555 PARK & RECREATION

				941.25	

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DEPT	VENDOR NBR	VENDOR NAME	INVOICE DESCRIPTION	AMOUNT	FUND DESCRIPTION
17002	KIM A TRAPP		tai chi teacher	120.00	555 PARK & RECREATION
00528	MENARDS INC		supplies	41.12	555 PARK & RECREATION
			grout sanded/grout boost	161.91	555 PARK & RECREATION
			supplies	52.28	555 PARK & RECREATION
			industrial fan/etc	86.49	555 PARK & RECREATION

				341.80	
00560	MIDAMERICAN ENERGY		elec rifac	10718.98	555 PARK & RECREATION
01781	MILLENNIUM/BFI		rifac garbage	256.65	555 PARK & RECREATION
18428	MODERN PIPING INC		quarterly maintenance	692.25	555 PARK & RECREATION
			no cooling/daycare room #3	290.00	555 PARK & RECREATION
			hottub not working	2862.65	555 PARK & RECREATION

				3844.90	
18201	ODP BUSINESS SOLUTIONS LLC		rifac cardstock	67.95	555 PARK & RECREATION
01240	OFFICE MACHINE CONSULTANTS INC		COPY CHARGES 4/1/24-6/30/24	665.66	555 PARK & RECREATION
			COPY CHARGES 4/1/24-6/30/24	574.64	555 PARK & RECREATION

				1240.30	
18183	QC CUSTOM TEES & MORE		labor day shirts	800.00	555 PARK & RECREATION
			labor day shirts	150.00	555 PARK & RECREATION

				950.00	
18388	SHAWNEE MISSION TREE SERVICE INC / ADVANTAGE		4303 24 ST	1371.60	555 PARK & RECREATION
10396	STEPHENS, EILENE M.		tai chi teacher	120.00	555 PARK & RECREATION
18756	THE HENLEY GROUP, LLC		RIFAC steam/saunas final pmt	89000.00	248 AMERICAN RESCUE PLAN ACT (ARPA
			RIFAC Lockers final pmt	51420.00	248 AMERICAN RESCUE PLAN ACT (ARPA

				140420.00	
18181	UNIVERSAL BUILDING MAINTENANCE LLC		rifac cleaning	7925.79	555 PARK & RECREATION
			rifac cleaning	7925.79	555 PARK & RECREATION

				15851.58	
06568	W.F. SCOTT PAINTING & DECORATING		rep/paint pool gutters rifac	3900.00	555 PARK & RECREATION
			TOTAL :	187400.47	
			GRAND TOTAL :	379925.26	

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SUMMARY BY FUND			

248	AMERICAN RESCUE PLAN ACT (ARPA	140420.00	
276	RI LABOR DAY PARADE	4300.00	
555	PARK & RECREATION	235205.26	

TOTAL :		379925.26	



**Rock Island Parks & Recreation Department:
August 2024 Edition**

**Director
John Gripp**

- **ARPA Update**

I provided information to the City Clerk/ARPA Manager on all of our ARPA projects. She gathered information from all departments and gave a presentation to the City Council. The council was pleased with the progress we have made, and have been supportive of additional projects with the ARPA funds we saved.

- **Saukie Clubhouse**

In August, the demolition of the Saukie Clubhouse was awarded to Coopman Trucking & Excavating, and the construction contract was awarded to Estes Construction. The demolition of the old clubhouse is scheduled for September 16th. Once this is complete, Estes will begin. Estes has provided us with a temporary trailer for clubhouse use, and a storage container to store items. Todd, Jeff Laxton and I met with Interstate Fencing and MidAmerican Energy for construction safety fencing and temporary power to the trailer. Todd and I met Chris Larsen, owner of the Clubhouse in Davenport, to review options for a golf simulator.

- **ARC of the Quad Cities**

I was honored to accept the ARC of the Quad Cities Advocate of the Year Award on behalf of the Parks & Recreation Department. We were awarded this for our adaptive programming and commitment to ADA accessibility when we update facilities or build new ones. The event was very special and I am very proud of the work we do to ensure everyone has the opportunity to enjoy our offerings.

- **Boat Launch – Lake Potter**

Dan, Jeff and I met at the boat launch to discuss a plan for the BAAD Grant. The grant will pay for the extension of the concrete into the water and provide for an ADA dock and gangway. We will be doing the concrete work first and the docking system in the spring. We will coordinate the concrete work around the walleye tournament.

- **OSLAD Grant**

Work continues on the OSLAD Grant application for Longview Park. The grant application will be turned in early September.

- **DARI Golf Outing**

I participated in the annual DARI Golf Outing at Highland Springs. I played with the Mayor, City Manager and Tom Flaherty. It was a nice day and raised some money for DARI.

ARPA Projects Update – Note: All ARPA Project are Approved by City Council

- **Douglas Park**

The lighting project at Douglas Park has been completed.

- **RIFAC**

This project has been completed.

- **Highland Springs Clubhouse**

The clubhouse project has been completed. A new pavilion and sand trap work is being done by unused ARPA funds.

- **Denkmann Park**

This project is complete. Cameras are being installed in the park.

- **Mel McKay**

This project is nearing completion. The lights are currently being installed. There was a delay in available parts.

Meetings for August:

- Department Head
- Budget Review
- Management Meeting
- Fundraising
- Friends of Hauberg
- Friends of Douglas Park
- Safety Review
- First Tee
- City Council
- TRI-Play Township Meeting
- Park Foundation
- Park Board
- Construction Meetings
- ARPA project meetings

Submitted by: Todd Winter, Assistant Director

- Saukie Clubhouse project update: Estes Construction received the bid for the construction of the new clubhouse. Coopman Excavating was awarded the demolition contract. Plans are underway to clean out the existing clubhouse. We will have a trailer for temporary clubhouse operations in September. Demolition is scheduled for September 16th.
- Met with several Golf Simulator vendors to discuss the Saukie project. Our goal is to order the simulator before construction starts so the vendor can work with the contractors during construction.
- Hosted 5 Charity Golf Outings at Highland Springs and Saukie in the month of August.
- Hosted the 60+ and 50+ 2-Man events at Highland. We will host these each month. These events are selling out each month.
- Couples' Night was held at Saukie on Friday August 9th. We had over 30 couples participate. The September Couples Night is cancelled due to the demolition of the clubhouse.
- High School and College golf season started in August. The first couple of weeks in August get very busy with leagues wrapping up and high school and college practices/meets starting.
- Hosted a memorial 2-Man tournament to celebrate the lives of Dewey Steele and Pat Wille, two long-time employees at the golf courses. This was a great event and we raised \$6,000 to build a picnic shade area at the driving range for the First Tee students.
- Hosted a Special Olympics basketball meeting at RIFAC. Registration for the team is now open. Nearly 20 participants are already registered. Practices will start in October.
- Attended the Community Power Hour meeting at the RIMSD Admin building. The goal of these meetings is for community agencies to share information about their services and form partnerships.





Submitted by: Michele Gonzalez – RIFAC Preschool Director

RIFAC Preschool is off to a great start for the 2024-2025 RIFAC Preschool year! RIFAC Preschool is thrilled to announce we will now be offering additional enrollment options to meet family's needs.

A sneak peak of the adorable classrooms before the precoolers first day of school!



Welcome to RIFAC Preschool!



RIFAC Preschoolers are having a ton of fun meeting new friends



GO FOR THE GOLD!



Gardening and outside exploration!



"Where did the water go?"

RIFAC Preschoolers were fascinated to see the empty swimming pool! Our first preschool swim of the school year is right around the corner!



Submitted by: Nikki Carr, Community Recreation & Facilities Manager

Special Interest Programs/Events Offered	Revenue
Tai Chi Chuan – Beginner & Intermediate	\$512.00
Adult Swim Night at WWJ – August 9	\$1,296.00
Adult Swim Night at WWJ – August 23	\$3,391.00
Adventure Camp K-3 rd Grade	\$65,509.00
Adventure Camp 4-7 th Grade	\$31,304.50

RIFAC	Revenue
Membership	\$47,088.10
Guest Pass	\$1,716.00

Punch Pass (Fitness)	\$1,010.00
Land Fitness	\$1,662.00
Aquatic Fitness	*
Swim Lessons	*
Pickleball	\$6.00
Concessions	\$362.50
Rentals	\$805.00

Upcoming Activities/General Info

- RIFAC Pool, Whirlpool, and Family Locker Rooms were closed for three weeks in August for repairs and updates. The following projects were completed:
 - Pool and Whirlpool draining, cleaning, and filter backwashing
 - Pool gutters painted a fresh white
 - Pool area roof was repaired and resealed for the first time in many years
 - Diving board was repaired and cleaned
 - Pool drains were replaced
 - Whirlpool area floor was resealed
 - Family Locker Room floors were grouted
 - Family Locker Rooms bathroom and shower partitions were painted
 - New countertop installed in Girl's Family Locker Room
 - Deep cleaning of Family Locker Rooms



- During this shutdown time, all RIFAC members were able to visit Whitewater Junction for free. We added extra lap swim hours during the day to accommodate the members. We had over 50 RIFAC members visit WWJ each day during shutdown.

Submitted by: Dan Gleason, Special Event & Fundraising Manager

<u>Events Offered</u>	<u>Number of Participants</u>	<u>Rev. for Program/Event</u>
Starlight Revue – Troy Rangel	150	\$241
National Night Out	100	

<u>Facility Rentals</u>	<u>Number of Attendees</u>	<u>Revenue from Rental</u>
Church Picnic – Sunet	70	95
Floatzilla - Sunset		
Friends of Longview Meeting	10	0
Family Reunion - Lincoln	50	95
Memorial – Longview	75	95
Family Reunion – Hodge	35	95
Reunion – Mel Mckay	20	75
Picnic – Longview	50	95
Reunion – Hodge	30	95
Birthday – Lincoln	75	95
Birthday – Longview	50	95
Picnic – Lincoln	75	95
Picnic – Longview	25	65
Party – Longview	50	95
Gathering – Longview	100	175
Picnic – Longview	200	175
Birthday – Lincoln	75	75
Birthday – Hodge	30	75

Birthday – Hodge	70	130
Birthday – Hodge	25	65
BBQ – Sunset	50	0
Picnic – Hodge	50	175

<u>Schwiebert Events Offered</u>	<u>Number of Participants</u>	<u>Rev. for Program/Event</u>
Thursday Night Groove – Alternating Currents	350	\$888
Thursday Night Groove – Class of 82	600	\$1404
Thursday Night Groove – Fair Warning	400	\$809
Pink Floyd Tribute/Rifley Productions	1500	
Imposters Music Festival	600	
Sweatstock	500	

<u>Schwiebert Facility Rentals</u>	<u>Number of Attendees</u>	<u>Revenue from Rental</u>
Class Reunion	50	95
Birthday	20	0

Upcoming Activities/General Info

- Continued attending Labor Day Parade Meetings
- Started to prepare for Red White and Boom and contact all vendors on change of dates
- Hosted two amazing concerts: Tripp Brothers and Sweatstock. We were able to do concessions and make money off of our sales.



- Went on WHBF to discuss Thursday Night Groove and our concert series.

- Hosted in partnership with Downtown Rock Island Alliance: Alternating Currents as a kick-off to our Thursday Night Groove Concert Series.
- Met with John and Jerry from MLK about Parade and activities at Douglas Park.
- We hosted a Tribute to Pink Floyd. It was an epic night!



- Also hosted for the second year the Imposters Music Festival.
- Thursday Night Groove's are out doing themselves this year. Tons of good sales in the concession stand and have had great crowds every night.



- Partnered with Blues Society and Rock Island Grand Prix for a Rock The Blues concert at Schwiebert Park. Was a great partnership and something different for our community. It was nice to see the three organizations working together.

Submitted by: Carrie Roelf, Marketing Coordinator

Social Media:

Channel	Posts	Reach
Parks & Rec Facebook Page	22	39,282 post Reach Followers 7,974
Parks & Rec Instagram	9	Reach 497 1,497 followers
Parks & Rec Twitter	0	161 followers
Whitewater Junction Facebook	8	22,716 organic reach 8,225 followers
Whitewater Junction Instagram	6	892 followers 2,610 reach
Golf Facebook Page	13	7,759 organic reach (total 1,787 followers)
RIFAC Facebook Page	6	1,395 organic reach (followers 2,330)

(Organic Reach: The number of unique people who saw your content)

(New page likes: The number of new people who liked your page this month)

(post clicks: The number of times your posts were clicked on)

(Likes/Comments/Shares: the number of times people like, comment on or share your post)

eBlasts:

Channel	Eblasts sent by staff	Reach
Golf Eclub	4	41% average open rate 2,990 opens 57 clicks
eFUNews	1	55% average open rate 248 opens 47 clicks
Active Net	Promotions Fall Activity Guide 1280 Soccer/Football 897 Special Olympics 18 Updates/Changes RIFACPoolSpruceUp 4,935 WWJ class xld 22 Communications Camp 354	2,195 4,957 354

	Total	7,506
	Grand Total	10,744

(Open Rate: Industry average is 23.9%, so whenever our open rate is above that we are doing very well)

News Releases

Thursday Night Groove	August 13

Text Messaging

- RIFAC
 - August ad stats:
 - Google online ads:
 - 32,751 impressions, 752 clicks
 - Web Leads- 51
 - Facebook ads- 414 clicks, 7,831 ad displays
 - Behavioral Ads-29 clicks, 12,189 ad displays
 - Youtube ads- 17 ad displays
 - Gmail Ads- 309 clicks, 20,600 ad displays
 - RIFAC pool closure communications
 - Beginning fall ad buys
- Recreation
 - Fall Activity Guide out and ads begin
 - Donation requests
 - Fall sports flyers
- Golf
 - Tv Commercials running
 - Online ads running: Google ads 27,674 impressions, 1,083 clicks
 - WQAD golf deals running and free ads
 - WHBF commercials running on all PGA
 - Golf flyers
- WWJ

- August event flyers and marketing
- Google ads: 20,826 impressions, 2,001 clicks

CHEER

Join us for CHEER fun! We will learn group & spirit cheers.

Learn basic cheerleading movements & motions, sideline cheers, basic stunts, jumps, dance & tumbling.

FALL
Early bird registration by Sept. 14th \$40
Regular registration Sept. 15th - Oct. 1st \$50
Registration deadline is Oct. 6th. After Oct. 6th, it costs \$60 to register. A \$2 fee fee will be charged.

Pro E
#113-95: Sunday 10/13/24 10:00 AM-12:00 PM
#122-96: Sunday 10/13/24 1:00 PM-3:00 PM

Kindergarten & 1st Grade
#122-96: Sunday 10/13/24 1:00 PM-3:00 PM

2nd & 3rd Grade
#122-96: Sunday 10/13/24 1:00 PM-3:00 PM

4th & 5th Grade
#122-96: Sunday 10/13/24 1:00 PM-3:00 PM

WINTER
Early bird registration by Oct. 5th \$40
Regular registration Oct. 6th - Nov. 5th \$50
Registration deadline is Nov. 5th. After Nov. 5th, it costs \$60 to register. A \$2 fee fee will be charged.

Pro E
#122-97: Sunday 11/10/24 10:00 AM-12:00 PM
#122-98: Sunday 11/10/24 1:00 PM-3:00 PM

Kindergarten & 1st Grade
#122-97: Sunday 11/10/24 10:00 AM-12:00 PM
#122-98: Sunday 11/10/24 1:00 PM-3:00 PM

2nd & 3rd Grade
#122-97: Sunday 11/10/24 10:00 AM-12:00 PM
#122-98: Sunday 11/10/24 1:00 PM-3:00 PM

4th & 5th Grade
#122-97: Sunday 11/10/24 10:00 AM-12:00 PM
#122-98: Sunday 11/10/24 1:00 PM-3:00 PM

To Register:
RIPR.org/cheer
(202) 732-7275
4303 24th Street, Rock Island

PARKS & RECREATION
ROCK ISLAND

Special Olympics BASKETBALL 2024-2025

Our Special Olympics Basketball team will create an inclusive and supportive environment for adults with intellectual disabilities. Through basketball, we promote physical fitness, teamwork, and a sense of belonging for all participants.

- The Rock Island Parks & Recreation Special Olympics Basketball team will practice once a week on Monday nights beginning mid-October.
- Games will be held against various Special Olympic teams throughout Illinois & Iowa. Games and practices will last through the middle of March 2025. Games and practice sites will vary.
- Information meeting on October 11th at 5:00 pm at the Rock Island Fitness & Activity Center. All participants should plan to attend to complete forms.
- Aspires in the Illinois Quad Cities area who has finished High School may participate.

Cost: \$55
Scholarships Available
Deadline to register is Sept 22nd
For more information contact:
Jeff Anderson, janderson@rockisland.org or 309-793-0830

Register:
Open your laptop using code: #12289
or click: <https://bit.ly/2024SOBaskbball>
(202) 732-7275
4303 24th Street, Rock Island

PARKS & RECREATION
ROCK ISLAND

Special Olympics Illinois

Submitted by: Chris Steeber- Golf Course Superintendent Highland Springs

- Greens and tees were vented twice.
- Bi-weekly applications of fungicides, plant growth regulators and wetting agents were applied to greens, tees and fairways.
- Fall fertilizer was applied to greens and tees to speed healing from aerification.
- Our last piece of equipment from our lease package has arrived. It's a new fairway mower.
- We started filling bare areas in rough with topsoil and seed.
- Added more bunker sand to a few of our newer bunkers.
- Our outside contractor has started working on our bunker renovations. As to date he has completed three. These are going to compliment the great playing conditions we give our customers.

September Projects

- Green and tee aerification.
- Continue with bunker renovations.
- Verticut greens and tees.



Completed bunker on hole seventeen. The contractor is shaping the bunker and installing the drain tile. We are putting in the sand, installing sand and grass seed.

Submitted by: Robert “Tanner” Thompson- Golf Course Superintendent Saukie

- Tees were verticut again before we were planning to aerify them.
- Due to the hot weather, aerification was postponed until the week of September 16th
- An irrigation leak was repaired on #6 green
- Due to the above average temperatures, we spent time hand watering greens and tees as needed
- With an increase in the number of rounds played, we are filling more divots on tees than usual



Irrigation head being repaired

Upcoming Work for September

- Greens and tees will be verticut before aerification
- Greens and tees will be aerified
- Greens and tees will be fertilized
- Greens and tees will be seeded with a newer variety of Bentgrass
- We will begin aerifying fairways
- Fairways will be fertilized at the end of the month

Submitted by: Lauren Pannier – RIFAC Front Office Manager

34 new members, not counting those sales that noted past member/transfer/renewal

How People Heard About RIFAC:

former/past member/renewal/transfer – 47

referral – 12

employer/school – 0

drive by/walk in/local - 7

programs – 0

Google/online – 2

Silversneakers - 6

Silver/Active and Fit - 1

Fitness Passport - 6

Cancellations

ECP/Payroll Cancellations -

Top Reasons People Canceled their ECP in August:

1. Don't use- 20
2. Moving away - 15
3. Financial Issues - 2

Babysitting Room – 180

RIFAC Rentals – 3 party rentals

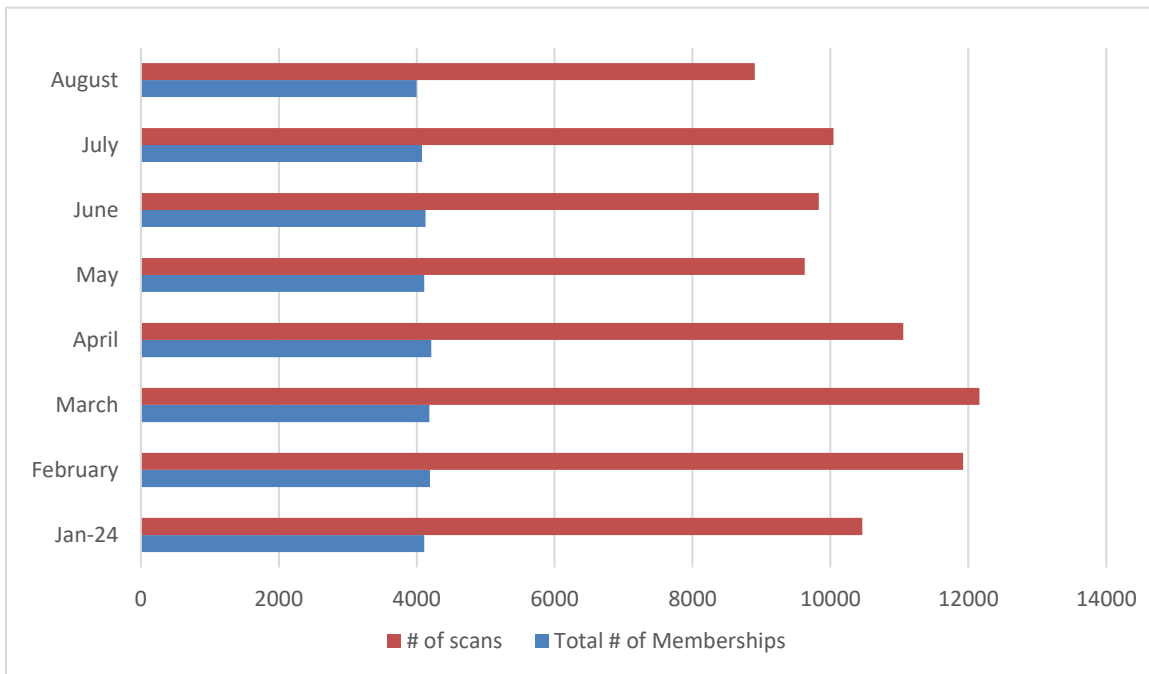
Guest Pass Revenue

Type of Pass	Amount	Total Revenue
Youth 0-17	60	\$480.00
Adult 18+	88	\$1,056.00
Family	9	\$180.00
		\$1,716.00

Pickleball Revenue

Type of Pass	Amount	Total Revenue
Drop In Member	1	\$2.00
Drop In Non-Member	1	\$4.00
		\$6.00

Members Total- 3996
Membership Scans – 8902



Submitted by: David Driskill, Sports Field Maintenance

Campbell Sports Complex

- Continued weekly maintenance by,
 - Cutting grass
 - Picking up litter
 - Trim fences
 - Spray weeds

Douglas Park

- Maintain soccer and football fields for fall programs
- Trim trees and pull weeds
- Fertilized turf in sports field
- Overseeded turf areas

In-town

- Performed daily maintenance and rental prep for in-town fields.
 - Groomed infield material twice a week
- sprayed infields with weed control
- Maintained soccer goals for programs

Submitted by: Marc DeMarlie, Chief Horticulturist

Greenhouse and plant maintenance are done daily. Calendar is changed every morning. Mowing is ongoing at all our locations. Bed maintenance is on a regular schedule as we start to remove some of the annual beds and replace them with mums. Hanging baskets will be coming down for the year and street planters are being emptied.

Projects: New areas developed or anything that is not our normal day-to-day tasks. **Lawn Care:** Areas that we mow every week. **Irrigation systems:** Multiple systems throughout the city. **Landscape areas:** Areas that we maintain and visit at least once a week. **Watering:** Areas that need to be watered on our weekly schedule.

Lawn Care- Longview, Lincoln, SRP, RIFAC, Sylvan, Realtor.

Irrigation systems-5 Bridge, SRP, WWJ.

Watering- Longview greenhouse up to 3 times a week. Hanging baskets and planters as needed.

Landscape areas-23 Parks and City entryways. Work as weather allows

Projects- New signs at Longview, Lincoln and Shadybrook, mowing naturalized areas, Hodge walk path. Preschool outdoor area expansion. Longview gardens circle garden update.

Memorandum Parks & Recreation Department



To: Park Board
Subject: 7.27.25 Ready to Rock
Date: Monday, September 9, 2024

Background Information:

The RIMSD #41 is asking to rent out Schwiebert Park again on 7/27/2025 for their annual Ready to Rock The School Year Event. They are asking for amplified sound permit as well.

Recommendation:

It would be staffs recommendation to continue this tradition of having this event in Schwiebert and approve the application as written.

Fee:

Park Rental: \$1000

Submitted by: Daniel Gleason, Special Events & Fundraising Manager

Approved by:

Park Board: ☐ Yes ☐ No

Reviewed: John Gripp, Director; Todd Winter, Asst Director



SPECIAL EVENT PERMIT APPLICATION

A Special Event refers to an event that takes place on parks & Recreation property that is open to the public, or where an admission fee is charged, or food/alcohol is served or sold. This application to the Park Board should be submitted at least six weeks prior to the event; or eight weeks if requesting alcohol service or sales. The Park Board meets the third Tuesday of each month. The request **MUST** be received one week prior to the Park Board meeting to be included in agenda for approval.

APPLICANT INFORMATION			
Name of Applicant/Event Organizer: Paulette Ridsen-Rice			
Organization/Production Company: Rock Island-Milan School District			
Federal Tax ID or 501©3 #: E9993-6399-07		(attach current verification)	
Address: 2000 7th Avenue		Apt/Ste:	
City: Rock Island		State: IL	Zip: 61201
Email: paulette.ridsen-rice@rimsd41.org		Phone: 309-793-5900, x10295	
Event Day On-Site Contact: Paulette Rice		Cell: 309-230-9026	
Event Sponsor: (Are you, the applicant, organizing this event on behalf of another organization?)			☒ NO ☐ YES
Only fill out if you answered YES above.			
Name of Organization: N/A			
Sponsoring Organization Contact Name:			
Address:		Apt/Ste:	
City:		State:	Zip:
EVENT INFORMATION			
Event Name: Ready to Rock the School Year			
Location/Facility Requested (Check all that apply):			
☒ Schwiebert Riverfront Park ☒ Main Stage & Great Lawn ☒ Observation Shelter ☒ Triangle Lawn	☐ Sunset Park ☐ Longview Park ☐ Douglas Park	☐ Lincoln Park ☐ Band Shell & Shelter ☐ Gazebo ☐ Wedding Plaza	☐ Martin Luther King Jr. Park ☐ Terry Brooks Performance Stage & Shelter
Event Date(s): July 27, 2025	Event Time:	2pm	to 4pm
Set-Up Date(s): July 27, 2025	Set-Up Time:	11:00pm	to 1pm
Tear-Down Date(s): July 27, 2025	Tear-Down Time:	4:30pm	to 6pm
Estimated Number of Attendees/Participants: 800			
Will this event interfere with/impede normal use of the area by the public?			☒ NO ☐ YES
What actions will be taken to reduce impact to others?			
Previous Year Date/Location: Has this event been previously held?			NO ☐ YES ☒ X
Location: Schwiebert Park		Date: July 28, 2024	
Do you plan to charge admission/participation fees?		NO ☒ YES ☐ (Please fill out info below)	
Fee Per Adult: \$	Fee Per Child: \$	or General Admission: \$	
Who is the recipient of the monies collected? N/A			
Additional Fees may apply with admission/participation fees.			

EVENT INFORMATION Cont.**Event Description:**

Provide a detailed description of your event. Additional information may be attached.

This is a back-to-school event to get students excited about returning to school. We will have vendors on hand to distribute information about community services, entertainment, games, prizes and food trucks.

EVENT FEATURES

All event features are subject to the approval of the Park Board. Additionally, certain features such as street closures and those mentioned below may require separate permits from the City of Rock Island. For more information regarding City of

FOOD & NON-ALCOHOLIC BEVERAGES

Are you requesting permission to **sample** food and/or beverages?

- ☒ Yes (Event Participants only) ☐ Yes (to the General Public) ☐ No

Are you requesting permission to **sell** food and/or beverages?

- ☐ Yes (Event Participants only) ☐ Yes (to the General Public) ☒ No

IF FOOD IS DISTRIBUTED OR SOLD, THE CITY HEALTH INSPECTOR MUST BE CONTACTED AT 309-732-2915.

If vendors/caterers are known please list: Vendors: Flavor Train, NEST Cafe, Don Chuy, Sweet Shardae, more TBD

Indicate the number of vendors and type of stand for each (tent/trailer/grill/table only/truck/etc.):

Beverages: Water Food: Hot Dogs, snow cones, sandwiches
 Merchandise: N/A Info/Registration: _____
 Other: _____

ALCOHOL

Alcohol for Special Events is only allowed on park property when a permit has been issued and the alcohol being provided is by a company that has appropriate licenses from the State of Illinois Liquor Commission, and has been approved by the Rock Island Park Board and given a license from the City of Rock Island. Request must be given to the Park Board eight-weeks in advance. Requests must be given to the City of Rock Island at least 30 days in advance. Approved copy of the appropriate licenses must be submitted to the Park Board within 30 days of the event. Please plan accordingly by **submitting all appropriate paperwork at least eight week prior to your event date** to allow the Park Board and City of Rock Island time to make recommendations to ensure participant and public

Are you requesting permission to have beer or wine at your event? NO X YES (Please continue)
☐ Serve ☐ Sell Please attach a detailed plan for serving alcohol and preventing underage drinking.

Proof of dram show insurance coverage will be required.

Who will be selling/serving the alcohol? N/A

Additional charges may apply with Serving/Selling Alcohol.

EVENT FEATURES**MERCHANDISE**

Are you requesting permission to **sample** merchandise?

- ☐ Yes (Event Participants only) ☐ Yes (to the General Public) ☒ No

Are you requesting permission to **sell** merchandise?

- ☐ Yes (Event Participants only) ☐ Yes (to the General Public) ☒ No

ELECTRICAL (Additional fees may apply)

Indicate the number of electrical outlets that will be needed, and attach a description or site map:

Electrical outlets needed: _____ Location: _____ Purpose: _____

Electrical outlets needed: _____ Location: _____ Purpose: _____

AMPLIFIED SOUND (Additional fees may apply)

Are you requesting permission to have amplified sound?

NO

YES (Please continue)

Hours of Amplified Sound: _____ to _____

Description (Please describe purpose and plans for amplified sound)

Will music/sound be monitored for language content?

NO

YES

Are you planning to provide live entertainment as a feature of your event?

NO

YES (Please continue)

Description: TBD. We may use a magician, dancers and/or singers.

Will you provide sound equipment or rent from Rock Island Parks & Recreation? (Renting only available to Schwiebert Park)

☒ Provide☐ Rent

Includes 2 speakers, 2 microphones with stands, and adaptor for CD player, MP3 Player or IPOD (players not included). System is designated for speaking and solo artists; not suitable for band amplification.

How will you be using the System?

N/A**VEHICLES**

The Park Board may consider granting permission for the delivery of equipment and supplies for event set-up and tear-down. Additional Fees apply.

Driving and/or Parking vehicles on grass/athletic fields is STRICTLY PROHIBITED.

Are you requesting permission to operate staff/supply vehicles on Park Board service roads for delivery of equipment and supplies?

NO

X YES (Please continue)

Cars: _____ # Trailers: _____ # Buses: _____ # Semi Trucks: _____

Golf Carts: _____ # Other: _____ Describe: _____

EVENT ADDITIONS

If you're planning to erect, install, or use any of these structures, describe below. A separate sheet with additional details may be attached.

Will your event include the installation of **STAGES/PLATFORMS**?

☐ NO

YES (Please continue)

Description: _____

Will your event include the use of **PORTABLE TOILETS**?

☐ NO

YES (Please continue)

Required at MLK Jr. Park & Park Board may require at other locations.

Number of Toilets: _____

Locations: _____

Will your event include the use of **DUMPSTERS** or Garbage Control?

☐ NO

YES (Please continue)

Park Board may require, Garbage May Not Overflow at any time during your event.

Description: _____

Are you requesting that your event include the installation of **FENCING**?

☐ NO

YES (Please continue)

Required at any park if Serving Alcohol.

Describe purpose and location: _____

Will signage be used in the Park and what type: _____

Will your event include the use of **OTHER STRUCTURES OR FEATURES** not identified above?

(Inflatable's, Fireworks, Barricades, Bleachers, Table/Chairs, Etc...)

☐ NO

YES (Please continue)

Description: _____

Will your event require the use of **TENTS OR CANOPIES**?

☐ NO

YES (Please continue)

Permit required for tents over 1,000 square feet. Additional fees may also apply.

Number of Tents: _____

Size: _____ x _____

Number of Tents: _____

Size: _____ x _____

RENTAL OF EQUIPMENT

Rental of Chairs, Tables, Stanchions & Fences are **ONLY** available at Schwiebert Riverfront Park.

Are you requesting rental of any of the following from RI Parks & Rec?

NO

YES (Please continue)

Chairs: _____

Tables: _____

Stanchions: _____

of Fence Sections: _____

(90 Available)

(10 Available)

(20 Available)

(60 Available)

(Each 8' wide x 4' high)

(Required if serving alcohol)

Attach a Site Map if you plan to include any of the previously mentioned features at your event. The Site Map should indicate the relative location of the following: all sources of amplified sound and direction of sound, tents and canopies with sizes, stages, promotional cars, inflatable's, portable toilets, dumpsters, fences & barricades, and other structures; proposed driving paths for all equipment and supply vehicles, location of vehicles you wish to retain on Park Board property during the event; locations a alcohol, food and merchandise services/sales; and proposed street closures. Site Maps are subject to the approval of the Park Board.

EVENT PLANS**ADVERTISING AND MARKETING**

Please note that all costs incurred promoting and marketing events prior to the insurance of an approved Special Event Permit from the Rock Island Park Board and Changes/modifications relative to the event from the Park Board/or City of Rock Island is at the sole expense of the Event Organizer.

How will your event attendees be notified or invited to the event? We will use the RIMSD41 website and social media.

Will your event be publicly advertised? **NO** **YES** (Please continue)

Description: _____

Will your event have a Webpage and/or Social Media? **NO** **YES** (Please continue)

Link: _____

Link: _____

SECURITY (Park Board may require)

Have you made provisions for on-site security services? **NO** **YES** (Please continue)

Security Company: _____

Contact Name: _____

Address: _____ City: _____ St: _____ Zip: _____

Email Address: _____ Phone: _____

Event Day Cell #: _____ Insurance Company: _____

MEDICAL SERVICES (Park Board may require)

Have you made provisions for on-site medical services? **NO** **YES** (Please continue)

Medical Company: _____

Contact Name: _____ Ma, 2023

Address: _____ City: _____ St: _____ Zip: _____

Email Address: _____ Phone: _____

Event Day Cell #: _____

STREET CLOSURES OR USE OF PUBLIC WAY

If you are requesting the closure of/use of park roads you must receive permission from the Park Board. For closure of public city street or public city way (including sidewalks or street closing) you must obtain approval and all necessary permits from the City of Rock Island. For more information, call 309-732-2010. If your event is a run, walk or other activity in which participants will be following a course, attach a map with a written description of the proposed

Will you be requesting permission from the City of Rock Island to close a street/other public way for your event? **NO** **YES** (Please continue)

Location Description: _____

Will you be requesting permission to close a park road from the Rock Island Park Board? **NO** **YES** (Please continue)

Location Description: _____

PARKING AND TRANSPORTATION PLAN Parking is only allowed in parking lots and designated street parking.

Have you made provisions for safe transportation and/or parking? **NO** **X** **YES** (Please continue)

Description: We will utilize parking signs and have staff directing traffic/motorcycles

INSURANCE "Certificate of Insurance in the amount of \$1,000,000 worth of General liability coverage that name the Rock Island Park B Board as an additional insured" required by Park Board. ***Certificate required AFTER event approval by Park Board - Submit to Events Manager

Is your agency covered by Liability Insurance? **NO** **Yes**
Please attach letter of verification is applicable.

POLICIES

- Alcohol is not allowed in the park without proper documentation and fees.
- No set-up or decorating may take place until RI Parks & Rec staff is present.
- Refundable damage deposit is required for special event along with a valid credit card on file.
- Applicant is responsible for set-up and tear-down of all chairs, tables, equipment and decoration, as well as clean-up and taking trash to dumpster. Failure to do so will result in additional fees.
- Parks Staff will set up sound system (if rented) and applicant will appoint person to operate system.
- Prohibited: confetti, bird seed, rice, silk petals, or any other material that may cause litter.
- In case of inclement weather, equipment rental fees will be refunded. Park rental fee is non-refundable.
- Stakes may not be used in lawn due to irrigation system.
- Failure to clean up park after use may result in additional clean-up fees.
- Glass bottles are not allowed in the park for safety reasons.
- Cancellation policy: With at least a 30-day notice, the applicant will receive a refund of fees, less a cancellation of a \$50 fee.
- With at least a 15-day notice, the applicant will receive a refund of fees, less a cancellation of a \$100 fee.
- Within a 15-day notice, no refunds will be issued.

Inclement Weather cancellations must be discussed with Parks Special Event Manager.

SIGNATURE

Approval of this application will reserve for the applicant the requested event date/place, providing all requirements outlined by the Special Event Policy in writing to the applicant are met.

GENERAL CONDITIONS

Applicant agrees: to bear all costs of policing; cleaning and restoring park property used pursuant to the permit, to reimburse the Park Board of all such costs incurred by the Park Board; to pay by credit card on file if damage cost are greater than the refundable deposit; to indemnify the Park Board and hold the Park Board harmless from any liability to any person resulting from damage or injury occurring in connection with the permitted event proximity caused by the action of the applicant, its officers, employees, or agents or any person under applicant's contract; to limit all activities conducted on Park Board property to the terms of the permit; and that failure to abide by the terms of the permit or any other applicable laws, rules or regulations may result in revocation of the permit, retention of all or a portion of the damage deposit, fines or result in revocation of the permit. The undersigned agrees by the execution hereof to indemnify and hold harmless the Rock Island Park Board against all liabilities, costs, and expenses which may arise in consequence of the granting of this permit.

I do solemnly swear (or affirm) that all answers given and statements made on this application are full and true to the best of my knowledge and beliefs. I acknowledge that I have received, read and agree to the terms of the event and facility rules and the Rock Island Park Board Code of Ordinances and I agree to abide by them.

The Undersigned has full authority to represent the sponsoring organization:

Printed Name: Ramona Dixon

Signature:

R. Dixon

Date: May 20, 2024

PAYMENT

Refundable damage deposit and valid credit card is required to secure requested date(s). All applicable rental fees are due no later than 30 days prior to event date. Failure to submit fees may result in denial of rental. ***Cancellation Policy - All cancellations must be made in **writing** not less than 72 Hours in Advance. With proper notice, applicant will receive a refund minus a \$50 cancellation fee. Failure to provide 72 Hours notice will result in a loss of 50% of the rental fee along with damage

REQUIRED CREDIT CARD INFORMATION

Type of Card: VISA MASTERCARD DISCOVER AMERICAN EXPRESS

Card Number: _____ Exp Date: _____

Security Code: _____ Name on Card: _____

REFUNDABLE DAMAGE DEPOSIT REFUND TO:

Name/Organization: _____

Address: _____ City: _____ ST: _____ Zip: _____

If a refund is applicable and Park Board clears applicant after event, a refund will be processed within 30 days of event.

RETURN COMPLETED APPLICATION AND SUPPORTING DOCUMENTS TO:

RIFAC • Attn: Dan Gleason • 4303 24th Street • Rock Island, IL • 61201

FOR QUESTIONS PLEASE CALL ROCK ISLAND PARKS AT 309-732-7275 OR EMAIL GLEASON.DANIEL@RIGOV.ORG

OFFICE USE

Refundable Damage Deposit: \$ Cash Check #: _____ CC Date: _____

Rental Fees: \$

Total Due: \$ Cash Check #: _____ CC Date: _____

Special Events Manager Approval _____

Date _____

Division Manager Approval _____

Date _____

Director/Park Board Approval _____

Date _____

☐ Approved ☐ Denied
☐ Deposit
☐ Alcohol
☐ Alcohol Paperwork
☐ Approval Letter Sent
☐ Insurance Paperwork Received
☐ Total Fees Received
☐ Permit Sent

Memorandum Parks & Recreation Department



To: Park Board
Subject: 9.25/10.2 Rock Island School District Junior High XC Meets
Date: Tuesday, September 3, 2024

Background Information:

The School District is asking to host two cross-country for the Junior XC Teams at Sunset park. The coaches put together a course that stays on one-side of Sunset Lane so traffic does not need to be blocked or stopped during the race. Everything will be held in Sunset Park.

Recommendation:

It would be the recommendation of Staff to approve the application as written for the two dates.

Fee:

9/25 Fee \$175

10/2 Fee \$175

Submitted by: Daniel Gleason, Special Events & Fundraising Manager

Approved by:

Park Board: ☐ Yes ☐ No

Reviewed: John Gripp, Director; Todd Winter, Asst Director



SPECIAL EVENT PERMIT APPLICATION

A Special Event refers to an event that takes place on parks & Recreation property that is open to the public, or where an admission fee is charged, or food/alcohol is served or sold. This application to the Park Board should be submitted at least six weeks prior to the event; or eight weeks if requesting alcohol service or sales. The Park Board meets the third Tuesday of each month. The request MUST be received one week prior to the Park Board meeting to be included in agenda for approval.

APPLICANT INFORMATION

Name of Applicant/Event Organizer: <u>Susana Williams</u>	
Organization/Production Company: <u>RIMSD #41</u>	
Federal Tax ID or 501©3 #: _____ (attach current verification)	
Address: <u>1400 25th Ave</u>	Apt/Ste: _____
City: <u>Rock Island</u>	State: <u>IL</u> Zip: <u>61201</u>
Email: <u>susana.williams@rimsd41.org</u>	Phone: <u>309-793-5950</u>
Event Day On-Site Contact: <u>Susana + Jarrin</u>	Cell: <u>773-706-1196</u>
Event Sponsor: (Are you, the applicant, organizing this event on behalf of another organization?) <u>NO</u> <u>YES</u>	
Only fill out if you answered YES above.	
Name of Organization: <u>Rock Island Jr High Cross Country</u>	
Sponsoring Organization Contact Name: <u>Don Nelson (Edison) + Chris Allison (Washington)</u>	
Address: _____	Apt/Ste: _____
City: _____	State: _____ Zip: _____

EVENT INFORMATION

Event Name: <u>Jr High Cross Country Races</u>	
Location/Facility Requested (Check all that apply):	
☐ Schwiebert Riverfront Park ☐ Main Stage & Great Lawn ☐ Observation Shelter ☐ Triangle Lawn ☐ Other _____	☒ Sunset Park ☐ Longview Park ☐ Douglas Park ☐ Lincoln Park ☐ Band Shell & Shelter ☐ Gazebo ☐ Wedding Plaza ☐ Martin Luther King Jr. Park ☐ Terry Brooks Performance Stage & Shelter
Event Date(s): <u>9/25/24 + 10/2/24</u>	Event Time: <u>3:00 pm</u> to <u>7:00 pm</u>
Set-Up Date(s): <u>9/25/24 + 10/2/24</u>	Set-Up Time: <u>12:00 pm</u> to <u>3:00</u>
Tear-Down Date(s): <u>9/25 and 10/2</u>	Tear-Down Time: <u>7:00</u> to <u>7:05 pm</u>
Estimated Number of Attendees/Participants: <u>100 - 250</u>	
Will this event interfere with/impede normal use of the area by the public? <u>NO</u> <u>YES</u>	
What actions will be taken to reduce impact to others? <u>only the bike path on Sunset park</u>	
Previous Year Date/Location: Has this event been previously held? <u>NO</u> <u>YES</u>	
Location: <u>Ridgewood School + Haymaker Park</u> Date: <u>Sept 2023, 2022</u>	
Do you plan to charge admission/participation fees? <u>NO</u> <u>YES</u> (Please fill out info below)	
Fee Per Adult: \$ <u>None</u> Fee Per Child: \$ <u>None</u> or General Admission: \$ _____	
Who is the recipient of the monies collected? <u>there is a fee for each school who runs \$50</u>	

Additional Fees may apply with admission/participation fees.

ADDITIONAL INFORMATION Cont.

Event Description:

Provide a detailed description of your event. Additional information may be attached.

It will be a two mile loop race. The race is on bike path and grass on Sunset. A timer will be present.

EVENT FEATURES

All event features are subject to the approval of the Park Board. Additionally, certain features such as street closures and those mentioned below may require separate permits from the City of Rock Island. For more information regarding City of

FOOD & NON-ALCOHOLIC BEVERAGES

Are you requesting permission to **sample** food and/or beverages?

☐ Yes (Event Participants only)

☐ Yes (to the General Public)

☒ No

Are you requesting permission to **sell** food and/or beverages?

☐ Yes (Event Participants only)

☐ Yes (to the General Public)

☒ No

IF FOOD IS DISTRIBUTED OR SOLD, THE CITY HEALTH INSPECTOR MUST BE CONTACTED AT 309-732-2915.

If vendors/caterers are known please list:

Indicate the number of vendors and type of stand for each (tent/trailer/grill/table only/truck/etc.):

Beverages:

Food:

Merchandise:

Info/Registration:

Other:

ALCOHOL

Alcohol for Special Events is only allowed on park property when a permit has been issued and the alcohol being provided is by a company that has appropriate licenses from the State of Illinois Liquor Commission, and has been approved by the Rock Island Park Board and given a license from the City of Rock Island. Request must be given to the Park Board eight-weeks in advance. Requests must be given to the City of Rock Island at least 30 days in advance. Approved copy of the appropriate licenses must be submitted to the Park Board within 30 days of the event. Please plan accordingly by **submitting all appropriate paperwork at least eight week prior to your event date** to allow the Park Board and City of Rock Island time to make recommendations to ensure participant and public

Are you requesting permission to have beer or wine at your event?

☐ Serve

☐ Sell

Please attach a detailed plan for serving alcohol and preventing underage drinking.

☒ NO

YES (Please continue)

Proof of dram show insurance coverage will be required.

Who will be selling/serving the alcohol?

Additional charges may apply with Serving/Selling Alcohol.

EVENT FEATURES**MERCHANDISE**Are you requesting permission to **sample** merchandise?☐ Yes (Event Participants only)☐ Yes (to the General Public)☒ ~~NO~~Are you requesting permission to **sell** merchandise?☐ Yes (Event Participants only)☐ Yes (to the General Public)☒ ~~NO~~**ELECTRICAL** (Additional fees may apply)

Indicate the number of electrical outlets that will be needed, and attach a description or site map:

Electrical outlets needed: _____ Location: _____ Purpose: _____

Electrical outlets needed: _____ Location: _____ Purpose: _____

AMPLIFIED SOUND (Additional fees may apply)

Are you requesting permission to have amplified sound?

☒ NO

YES (Please continue)

Hours of Amplified Sound: _____ to _____

Description (Please describe purpose and plans for amplified sound)

Will music/sound be monitored for language content?

NO

YES

Are you planning to provide live entertainment as a feature of your event?

☒ NO

YES (Please continue)

Description: _____

Will you provide sound equipment or rent from Rock Island Parks & Recreation? (Renting only available to Schwiebert Park)

☐ Provide☐ Rent

Includes 2 speakers, 2 microphones with stands, and adaptor for CD player, MP3 Player or IPOD (players not included). System is designated for speaking and solo artists; not suitable for band amplification.

How will you be using the System? _____

VEHICLES

The Park Board may consider granting permission for the delivery of equipment and supplies for event set-up and tear-down. Additional Fees apply.

Driving and/or Parking vehicles on grass/athletic fields is STRICTLY PROHIBITED.

Are you requesting permission to operate staff/supply vehicles on Park Board service roads for delivery of equipment and supplies?

NO

☒ YES (Please continue)# Cars: 1 # Trailers: _____ # Buses: _____ # Semi Trucks: _____# Golf Carts: _____ # Other: _____ Describe: Timer Van will possibly be by grass in Shed

If you're planning to erect, install, or use any of these structures, describe below. A separate sheet with additional details may be attached.

Will your event include the installation of **STAGES/PLATFORMS**?

☒ NO

YES (Please continue)

Description: _____

Will your event include the use of **PORTABLE TOILETS**?

NO

YES (Please continue)

Required at MLK Jr. Park & Park Board may require at other locations.

Number of Toilets: _____

Locations: _____

Will your event include the use of **DUMPSTERS** or Garbage Control?

☒ NO

YES (Please continue)

Park Board may require, Garbage May Not Overflow at any time during your event.

Description: _____

Are you requesting that your event include the installation of **FENCING**?

☒ NO

YES (Please continue)

Required at any park if Serving Alcohol.

Describe purpose and location: _____

Will signage be used in the Park and what type: _____

Will your event include the use of **OTHER STRUCTURES OR FEATURES** not identified above?

(Inflatable's, Fireworks, Barricades, Bleachers, Table/Chairs, Etc...)

NO

☒ YES (Please continue)

Description: metal poles for finish line w/ flags

Will your event require the use of **TENTS OR CANOPIES**?

NO

☒ YES (Please continue)

Permit required for tents over 1,000 square feet. Additional fees may also apply.

Number of Tents: _____

Size: _____ x _____

Number of Tents: _____

Size: _____ x _____

Teams bring their own tents

RENTAL OF EQUIPMENT

Rental of Chairs, Tables, Stanchions & Fences are **ONLY** available at Schwiebert Riverfront Park.

Are you requesting rental of any of the following from RI Parks & Rec?

☒ NO

YES (Please continue)

Chairs: _____

Tables: _____

Stanchions: _____

of Fence Sections: _____

(90 Available)

(10 Available)

(20 Available)

(60 Available)

(Each 8' wide x 4' high)

(Required if serving alcohol)

Attach a Site Map if you plan to include any of the previously mentioned features at your event. The Site Map should indicate the relative location of the following: all sources of amplified sound and direction of sound, tents and canopies with sizes, stages, promotional cars, inflatable's, portable toilets, dumpsters, fences & barricades, and other structures; proposed driving paths for all equipment and supply vehicles, location of vehicles you wish to retain on Park Board property during the event; locations a alcohol, food and merchandise services/sales; and proposed street closures. Site Maps are subject to the approval of the Park Board.

ADVERTISING AND MARKETING

ADVERTISING AND MARKETING

Please note that all costs incurred promoting and marketing events prior to the issuance of an approved Special Event Permit from the Rock Island Park Board and Changes/modifications relative to the event from the Park Board/or City of Rock Island is at the sole expense of the Event Organizer.

How will your event attendees be notified or invited to the event?

Will your event be publicly advertised?

NO

YES (Please continue)

Description: _____

Will your event have a Webpage and/or Social Media?

NO

YES (Please continue)

Link: _____

Link: _____

SECURITY (Park Board may require)

Have you made provisions for on-site security services?

NO

YES (Please continue)

Security Company: _____

Contact Name: _____

Address: _____

City: _____

St: _____

Zip: _____

Email Address: _____

Phone: _____

Event Day Cell #: _____

Insurance Company: _____

MEDICAL SERVICES (Park Board may require)

Have you made provisions for on-site medical services?

NO

YES (Please continue)

Medical Company: _____

Contact Name: _____

Address: _____

City: _____

St: _____

Zip: _____

Email Address: _____

Phone: _____

Event Day Cell #: _____

STREET CLOSURES OR USE OF PUBLIC WAY

If you are requesting the closure of/use of park roads you must receive permission from the Park Board. For closure of public city street or public city way (including sidewalks or street closing) you must obtain approval and all necessary permits from the City of Rock Island. For more information, call 309-732-2010. If your event is a run, walk or other activity in which participants will be following a course, attach a map with a written description of the proposed

Will you be requesting permission from the City of Rock Island to close a street/other public way for your event?

NO

Yes (Please continue)

Location Description: _____

Will you be requesting permission to close a park road from the Rock Island Park Board?

NO

Yes (Please continue)

Location Description: _____

PARKING AND TRANSPORTATION PLAN Parking is only allowed in parking lots and designated street parking

Have you made provisions for safe transportation and/or parking?

NO

Yes (Please continue)

Description: Buses will park where boats + trailers would be

INSURANCE "Certificate of Insurance in the amount of \$1,000,000 worth of General liability coverage that name the Rock Island Park Board as an additional insured" required by Park Board. ***Certificate required AFTER event approval by Park Board - Submit to Events Manager

Is your agency covered by Liability Insurance?

NO

Yes

Please attach letter of verification is applicable.

- Alcohol is not allowed in the park without proper documentation and fees.
- No set-up or decorating may take place until RI Parks & Rec staff is present.
- Refundable damage deposit is required for special event along with a valid credit card on file.
- Applicant is responsible for set-up and tear-down of all chairs, tables, equipment and decoration, as well as clean-up and taking trash to dumpster. Failure to do so will result in additional fees.
- Parks Staff will set up sound system (if rented) and applicant will appoint person to operate system.
- Prohibited: confetti, bird seed, rice, silk petals, or any other material that may cause litter.
- In case of inclement weather, equipment rental fees will be refunded. Park rental fee is non-refundable.
- Stakes may not be used in lawn due to irrigation system. **2**
- Failure to clean up park after use may result in additional clean-up fees.
- Glass bottles are not allowed in the park for safety reasons.

* Cancellation policy: With at least a 30-day notice, the applicant will receive a refund of fees, less a cancellation of a \$50 fee. With at least a 15-day notice, the applicant will receive a refund of fees, less a cancellation of a \$100 fee.

Within a 15-day notice, no refunds will be issued.

Inclement Weather cancellations must be discussed with Parks Special Event Manager.

Approval of this application will reserve for the applicant the requested event date/place, providing all requirements outlined by the Special Event Policy in writing to the applicant are met.

GENERAL CONDITIONS

Applicant agrees, to bear all costs of policing, cleaning and restoring park property used pursuant to the permit, to reimburse the Park Board of all such costs incurred by the Park Board; to pay by credit card on file if damage cost are greater than the refundable deposit; to indemnify the Park Board and hold the Park Board harmless from any liability to any person resulting from damage or injury occurring in connection with the permitted event proximately caused by the action of the applicant, its officers, employees, or agents or any person under applicant's contract; to limit all activities conducted on Park Board property to the terms of the permit; and that failure to abide by the terms of the permit or any other applicable laws, rules or regulations may result in revocation of the permit, retention of all or a portion of the damage deposit, fines or result in revocation of the permit. The undersigned agrees by the execution hereof to indemnify and hold harmless the Rock Island Park Board against all liabilities, costs, and expenses which may arise in consequence of the granting of this permit.

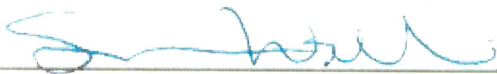
I do solemnly swear (or affirm) that all answers given and statements made on this application are full and true to the best of my knowledge and beliefs. I acknowledge that I have received, read and agree to the terms of the event and facility rules and the Rock Island Park Board Code of Ordinances and I agree to abide by them.

The Undersigned has full authority to represent the sponsoring organization.

Printed Name:

Sosana Williams

Signature:



Date:

8-20-24



Memorandum Parks & Recreation Department



To: Park Board
Subject: 9.28 Paranormal Night in the Park
Date: Tuesday, August 20, 2024

Background Information:

The Friends of Longview Park are asking for use of the park for a Paranormal Night in the Park as a fundraiser for their organization. This event will be capped at 40 people.

Recommendation:

It would be the staffs recommendation to approve the application as written.

Fee:

Fees will be waived as this is a fundraiser for the Friends of Longview Park and funds raised will go back to the betterment of the park.

Submitted by: Daniel Gleason, Special Events & Fundraising Manager

Approved by:

Park Board: ☐ Yes ☐ No

Reviewed: John Gripp, Director; Todd Winter, Asst Director



SPECIAL EVENT PERMIT APPLICATION

A Special Event refers to an event that takes place on parks & Recreation property that is open to the public, or where an admission fee is charged, or food/alcohol is served or sold. This application to the Park Board should be submitted at least six weeks prior to the event; or eight weeks if requesting alcohol service or sales. The Park Board meets the third Tuesday of each month. The request MUST be received one week prior to the Park Board meeting to be included in agenda for approval.

APPLICANT INFORMATION

Name of Applicant/Event Organizer: <u>Holly Sparkman</u>			
Organization/Production Company: <u>Friends of Long View Park</u>			
Federal Tax ID or 501©3 #: <u>364 128392</u>		(attach current verification)	
Address: <u>1600 18th Ave</u>		Apt/Ste:	
City: <u>Rock Island</u>	State: <u>IL</u>	Zip: <u>61201</u>	
Email: <u>hksparkman@gmail.com</u>		Phone: <u>309 749 7280</u>	
Event Day On-Site Contact: <u>Holly Sparkman</u>		Cell: <u>309 749 7280</u>	
Event Sponsor: (Are you, the applicant, organizing this event on behalf of another organization?)			NO ☐ YES ☒
Only fill out if you answered YES above.			
Name of Organization: <u>Friends of Long View Park</u>			
Sponsoring Organization Contact Name:			
Address: <u>PO Box 3324</u>		Apt/Ste:	
City: <u>Rock Island</u>	State: <u>IL</u>	Zip: <u>61201</u>	

EVENT INFORMATION

Event Name: <u>Paranormal Night at the Park</u>			
Location/Facility Requested (Check all that apply):			
☐ Schwiebert Riverfront Park	☐ Sunset Park	☐ Lincoln Park	☐ Martin Luther King Jr. Park
☐ Main Stage & Great Lawn	☒ Longview Park	☐ Band Shell & Shelter	☐ Terry Brooks Performance Stage & Shelter
☐ Observation Shelter	☐ Douglas Park	☐ Gazebo	
☐ Triangle Lawn		☐ Wedding Plaza	
☐ Other _____			
Event Date(s): <u>Sept 28</u>	Event Time: <u>7:00 p</u>	to	<u>10:00 p</u>
Set-Up Date(s): <u>Sept 28</u>	Set-Up Time: <u>6:00 p</u>	to	<u>7:00 p</u>
Tear-Down Date(s): _____	Tear-Down Time: _____	to	_____
Estimated Number of Attendees/Participants: <u>30-40 (max)</u>			
Will this event interfere with/impede normal use of the area by the public?			NO ☒ YES ☐
What actions will be taken to reduce impact to others? <u>will communicate to others that this is exclusive event.</u>			
Previous Year Date/Location: Has this event been previously held?			NO ☐ YES ☒
Location: <u>Longview Park</u>	Date: <u>June 29 2024</u>		
Do you plan to charge admission/participation fees?		NO ☐ YES ☒ (Please fill out info below)	
Fee Per Adult: \$ <u>30</u>	Fee Per Child: \$ _____	or General Admission: \$ _____	
Who is the recipient of the monies collected? <u>Friends of Long View Park</u>			

Additional Fees may apply with admission/participation fees.

EVENT INFORMATION Cont.**Event Description:**

Provide a detailed description of your event. Additional information may be attached.

Whispering Souls Paranormal is donating their services to Friends of Long View for a paranormal investigation as a follow up to June 29 investigation. The event is capped at 40 people. The investigation will take place in several areas - Helen Host Memorial Garage; Conservatory and Lagoon. The evidence gathered will be shared at another event in the near future.

EVENT FEATURES

All event features are subject to the approval of the Park Board. Additionally, certain features such as street closures and those mentioned below may require separate permits from the City of Rock Island. For more information regarding City of

FOOD & NON-ALCOHOLIC BEVERAGESAre you requesting permission to **sample** food and/or beverages?☐ Yes (Event Participants only)☐ Yes (to the General Public)☒ NoAre you requesting permission to **sell** food and/or beverages?☒ Yes (Event Participants only)☐ Yes (to the General Public)☐ No**IF FOOD IS DISTRIBUTED OR SOLD, THE CITY HEALTH INSPECTOR MUST BE CONTACTED AT 309-732-2915.**

If vendors/caterers are known please list:

Indicate the number of vendors and type of stand for each (tent/trailer/grill/table only/truck/etc.):

Beverages: Soda; waterFood: Merchandise: Info/Registration: Other: **ALCOHOL**

Alcohol for Special Events is only allowed on park property when a permit has been issued and the alcohol being provided is by a company that has appropriate licenses from the State of Illinois Liquor Commission, and has been approved by the Rock Island Park Board and given a license from the City of Rock Island. Request must be given to the Park Board eight-weeks in advance. Requests must be given to the City of Rock Island at least 30 days in advance. Approved copy of the appropriate licenses must be submitted to the Park Board within 30 days of the event. Please plan accordingly by **submitting all appropriate paperwork at least eight week prior to your event date** to allow the Park Board and City of Rock Island time to make recommendations to ensure participant and public

Are you requesting permission to have beer or wine at your event?

☐ Serve☐ Sell

Please attach a detailed plan for serving alcohol and preventing underage drinking.

NO

YES (Please continue)

Proof of dram show insurance coverage will be required.

Who will be selling/serving the alcohol?

Additional charges may apply with Serving/Selling Alcohol.

EVENT PLANS**ADVERTISING AND MARKETING**

Please note that all costs incurred promoting and marketing events prior to the insurance of an approved Special Event Permit from the Rock Island Park Board and Changes/modifications relative to the event from the Park Board/or City of Rock Island is at the sole expense of the Event Organizer.

How will your event attendees be notified or invited to the event?

Social Media;
News

Will your event be publicly advertised?

NO

☒ YES (Please continue)

Description: media release

Will your event have a Webpage and/or Social Media?

NO

☒ YES (Please continue)

Link: www.friendsoflongviewpark.org

Link: _____

SECURITY (Park Board may require)

Have you made provisions for on-site security services?

☒ NO

YES (Please continue)

Security Company: _____

Contact Name: _____

Address: _____

City: _____

St: _____

Zip: _____

Email Address: _____

Phone: _____

Event Day Cell #: _____

Insurance Company: _____

MEDICAL SERVICES (Park Board may require)

Have you made provisions for on-site medical services?

☒ NO

YES (Please continue)

Medical Company: _____

Contact Name: _____

Address: _____

City: _____

St: _____

Zip: _____

Email Address: _____

Phone: _____

Event Day Cell #: _____

STREET CLOSURES OR USE OF PUBLIC WAY

If you are requesting the closure of/use of park roads you must receive permission from the Park Board. For closure of public city street or public city way (including sidewalks or street closing) you must obtain approval and all necessary permits from the City of Rock Island. For more information, call 309-732-2010. If your event is a run, walk or other activity in which participants will be following a course, attach a map with a written description of the proposed

Will you be requesting permission from the City of Rock Island to close a street/other public way for your event?

☒ NO

Yes (Please continue)

Location Description: _____

Will you be requesting permission to close a park road from the Rock Island Park Board?

☒ NO

Yes (Please continue)

Location Description: _____

PARKING AND TRANSPORTATION PLAN Parking is only allowed in parking lots and designated street parking.

Have you made provisions for safe transportation and/or parking?

NO

☒ Yes (Please continue)

Description: would like people to park in lot by conservatory

INSURANCE "Certificate of Insurance in the amount of \$1,000,000 worth of General liability coverage that name the Rock Island Park B Board as an additional insured" required by Park Board. ***Certificate required AFTER event approval by Park Board - Submit to Events Manager

Is your agency covered by Liability Insurance?

☒ NO

Yes

Please attach letter of verification is applicable.

can get

EVENT ADDITIONS

If you're planning to erect, install, or use any of these structures, describe below. A separate sheet with additional details may be attached.

Will your event include the installation of **STAGES/PLATFORMS**?

☒ NO

YES (Please continue)

Description: _____

Will your event include the use of **PORTABLE TOILETS**?

☒ NO

YES (Please continue)

Required at MLK Jr. Park & Park Board may require at other locations.

Number of Toilets: _____

Locations: _____

Will your event include the use of **DUMPSTERS** or Garbage Control?

NO

☒ YES (Please continue)

Park Board may require, Garbage May Not Overflow at any time during your event.

Description: we will take care of any trash + throw in dumpster

Are you requesting that your event include the installation of **FENCING**?

☒ NO

YES (Please continue)

Required at any park if Serving Alcohol.

Describe purpose and location: _____

Will signage be used in the Park and what type:

yes - directional signage to event.

Will your event include the use of **OTHER STRUCTURES OR FEATURES** not identified above?

(Inflatable's, Fireworks, Barricades, Bleachers, Table/Chairs, Etc...)

☒ NO

YES (Please continue)

Description: _____

Will your event require the use of **TENTS OR CANOPIES**?

☒ NO

YES (Please continue)

Permit required for tents over 1,000 square feet. Additional fees may also apply.

Number of Tents: _____

Size: _____ x _____

Number of Tents: _____

Size: _____ x _____

RENTAL OF EQUIPMENT

Rental of Chairs, Tables, Stanchions & Fences are **ONLY** available at Schwiebert Riverfront Park.

Are you requesting rental of any of the following from RI Parks & Rec?

NO

YES (Please continue)

Chairs: _____

Tables: _____

Stanchions: _____

of Fence Sections: _____

(90 Available)

(10 Available)

(20 Available)

(60 Available)

(Each 8' wide x 4' high)

(Required if serving alcohol)

Attach a Site Map if you plan to include any of the previously mentioned features at your event. The Site Map should indicate the relative location of the following: all sources of amplified sound and direction of sound, tents and canopies with sizes, stages, promotional cars, inflatable's, portable toilets, dumpsters, fences & barricades, and other structures; proposed driving paths for all equipment and supply vehicles, location of vehicles you wish to retain on Park Board property during the event; locations a alcohol, food and merchandise services/sales; and proposed street closures. Site Maps are subject to the approval of the Park Board.

EVENT FEATURES**MERCHANDISE**Are you requesting permission to **sample** merchandise?

- ☐ **Yes** (Event Participants only) ☐ **Yes** (to the General Public) ☒ **No**

Are you requesting permission to **sell** merchandise?

- ☐ **Yes** (Event Participants only) ☐ **Yes** (to the General Public) ☒ **No**

ELECTRICAL (Additional fees may apply)

Indicate the number of electrical outlets that will be needed, and attach a description or site map:

Electrical outlets needed: _____ Location: _____ Purpose: _____

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AMPLIFIED SOUND (Additional fees may apply)

Are you requesting permission to have amplified sound?

Hours of Amplified Sound: _____ to _____

Description (Please describe purpose and plans for amplified sound)

Will music/sound be monitored for language content?

NO

YES (Please continue)

Are you planning to provide live entertainment as a feature of your event?

NO

YES (Please continue)

Description: _____

Will you provide sound equipment or rent from Rock Island Parks & Recreation? (Renting only available to Schwiebert Park)

☐ **Provide**☐ **Rent**

Includes 2 speakers, 2 microphones with stands, and adaptor for CD player, MP3 Player or IPOD (players not included). System is designated for speaking and solo artists; not suitable for band amplification.

How will you be using the System?

VEHICLES

The Park Board may consider granting permission for the delivery of equipment and supplies for event set-up and tear-down. Additional Fees apply.

Driving and/or Parking vehicles on grass/athletic fields is STRICTLY PROHIBITED.

Are you requesting permission to operate staff/supply vehicles on Park Board service roads for delivery of equipment and supplies?

NO

YES (Please continue)

Cars: _____ # Trailers: _____ # Buses: _____

Semi Trucks: _____

Golf Carts: _____ # Other: _____ Describe: _____

POLICIES

- Alcohol is not allowed in the park without proper documentation and fees.
 - No set-up or decorating may take place until RI Parks & Rec staff is present.
 - Refundable damage deposit is required for special event along with a valid credit card on file.
 - Applicant is responsible for set-up and tear-down of all chairs, tables, equipment and decoration, as well as clean-up and taking trash to dumpster. Failure to do so will result in additional fees.
 - Parks Staff will set up sound system (if rented) and applicant will appoint person to operate system.
 - Prohibited: confetti, bird seed, rice, silk petals, or any other material that may cause litter.
 - In case of inclement weather, equipment rental fees will be refunded. Park rental fee is non-refundable.
 - Stakes may not be used in lawn due to irrigation system.
 - Failure to clean up park after use may result in additional clean-up fees.
 - Glass bottles are not allowed in the park for safety reasons.
 - Cancellation policy: With at least a 30-day notice, the applicant will receive a refund of fees, less a cancellation of a \$50 fee.
- With at least a 15-day notice, the applicant will receive a refund of fees, less a cancellation of a \$100 fee.
- Within a 15-day notice, no refunds will be issued.
- Inclement Weather cancellations must be discussed with Parks Special Event Manager.

SIGNATURE

Approval of this application will reserve for the applicant the requested event date/place, providing all requirements outlined by the Special Event Policy in writing to the applicant are met.

GENERAL CONDITIONS

Applicant agrees: to bear all costs of policing; cleaning and restoring park property used pursuant to the permit, to reimburse the Park Board of all such costs incurred by the Park Board; to pay by credit card on file if damage cost are greater than the refundable deposit; to indemnify the Park Board and hold the Park Board harmless from any liability to any person resulting from damage or injury occurring in connection with the permitted event proximity caused by the action of the applicant, its officers, employees, or agents or any person under applicant's contract; to limit all activities conducted on Park Board property to the terms of the permit; and that failure to abide by the terms of the permit or any other applicable laws, rules or regulations may result in revocation of the permit, retention of all or a portion of the damage deposit, fines or result in revocation of the permit. The undersigned agrees by the execution hereof to indemnify and hold harmless the Rock Island Park Board against all liabilities, costs, and expenses which may arise in consequence of the granting of this permit.

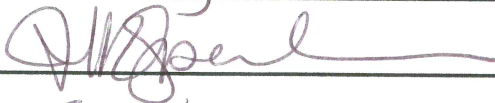
I do solemnly swear (or affirm) that all answers given and statements made on this application are full and true to the best of my knowledge and beliefs. I acknowledge that I have received, read and agree to the terms of the event and facility rules and the Rock Island Park Board Code of Ordinances and I agree to abide by them.

The Undersigned has full authority to represent the sponsoring organization:

Printed Name:

Holly Sparkman

Signature:

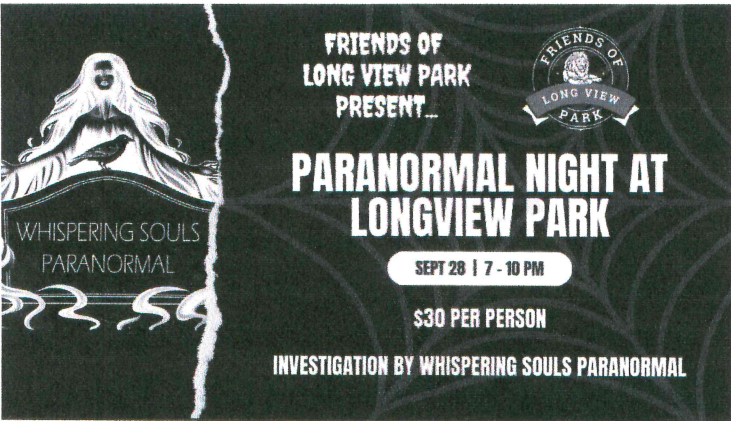


Date:

8/16/24

Secretary, Friends of Long View Park

Paranormal Night 2024



Organized by Friends of Longview Park Inc →

Live Display

Verified

Event

SEP
28
Longview
Paranormal
Night

Saturday,
September
28th, 7:00 PM –
10:00 PM CDT

[Add to Calendar](#)

In Person

Longview Park, 1300 17th St, Rock Island, IL 61201, USA

Paranormal Night at Longview Park!

Get ready for a spine-tingling adventure!
Join us on September 28 for Paranormal
Night at Longview Park!

Experience the thrill of the unknown

Buy Tickets!

Share Fundraiser

New Campaign Update



This campaign was created

August 14th, 2024

Be the first supporter

Love

Comment

Share

Friends of Longview Park Inc Meet hunters from
Whispering Souls Paranormal. Will you
encounter a spirit from beyond?

 Event Details:  Date: September 28 
Time: 7:00 PM - 10:00 PM  Location:
Longview Park

 Tickets are \$30 per person and limited
to 40 attendees so grab yours now!

*Note: Please dress comfortably and bring a
flashlight . Children 16 and under must be
accompanied by an adult! 

Story

The Friends of Long View Park is a 501(c)3
organization dedicated to the betterment of
Longview Park and have been busy over the last
year working with Rock Island Parks and
Recreation to enhance historical assets and to
also assist with maintenance projects at the
park.

This year, FOLV have dedicated time, money and
manpower toward the renovation of the
Conservatory and the rehabilitation of the Lower
Lagoon area on the north side of the park.
Proceeds from the Paranormal Night will go
toward the Conservatory renovation!

Whispering Souls Paranormal is kindly donating
their services to Friends of Long View Park for
the event!

DEPARTMENT OF THE TREASURY
INTERNAL REVENUE SERVICE
KANSAS CITY MO 64999

DATE OF THIS NOTICE: 02-05-97 Page 69
NUMBER OF THIS NOTICE: CP 575 E
EMPLOYER IDENTIFICATION NUMBER: 36-4128392
FORM: SS-4
0950522894 0

FRIENDS OF LONGVIEW PARK INC
% DIANE VON DRESKY
1705 2ND AVE 200 PLAZA OFFICE BLDG
ROCK ISLAND IL 61201

FOR ASSISTANCE CALL US AT:
1-800-829-1040

OR WRITE TO THE ADDRESS
SHOWN AT THE TOP LEFT.

IF YOU WRITE, ATTACH THE
STUB OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER (EIN)

Thank you for your Form SS-4, Application for Employer Identification Number (EIN). We assigned you EIN 36-4128392. This EIN will identify your business account, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

Use your complete name and EIN shown above on all federal tax forms, payments, and related correspondence. If you use any variation in your name or EIN, it may cause a delay in processing, incorrect information in your account, or cause you to be assigned more than one EIN.

If you want to receive a ruling or a determination letter recognizing your organization as tax exempt, you should file Form 1023/1024, Application for Recognition of Exemption, with your IRS Key District office. Publication 557, Tax Exempt Status for Your Organization, is available at most IRS offices and has details on how you can apply.

Thank you for your cooperation.

Keep this part for your records.

CP 575 E (Rev. 1-9

Return this part with any correspondence
so we may identify your account. Please
correct any errors in your name or address.

CP 575 E

0950522894

Your Telephone Number Best Time to Call
() -

DATE OF THIS NOTICE: 02-05-97
EMPLOYER IDENTIFICATION NUMBER: 36-4128392
FORM: SS-4

INTERNAL REVENUE SERVICE
KANSAS CITY MO 64999

FRIENDS OF LONGVIEW PARK INC
% DIANE VON DRESKY
1705 2ND AVE 200 PLAZA OFFICE BLDG
ROCK ISLAND IL 61201

Memorandum Parks & Recreation Department



To: Park Board
Subject: 12.8 Rotary Reindeer Ramble 5k
Date: Tuesday, August 20, 2024

Background Information:

The Rock Island Rotary is asking to use Schwiebert Park again for their annual 5k on December 8th. They will not be using any rental space, just the bike path, but are asking for Amplified Sound Permit to use for announcements and music during the race.

Recommendation:

It would be the staff's recommendation to approve the application as written.

Fee:

Amplified Sound Permit \$25

Submitted by: Daniel Gleason, Special Events & Fundraising Manager

Approved by:

Park Board: ☐ Yes ☐ No

Reviewed: John Gripp, Director; Todd Winter, Asst Director



SPECIAL EVENT PERMIT APPLICATION

A Special Event refers to an event that takes place on parks & Recreation property that is open to the public, or where an admission fee is charged, or food/alcohol is served or sold. This application to the Park Board should be submitted at least six weeks prior to the event; or eight weeks if requesting alcohol service or sales. The Park Board meets the third Tuesday of each month. The request MUST be received one week prior to the Park Board meeting to be included in agenda for approval.

APPLICANT INFORMATION			
Name of Applicant/Event Organizer: <u>Holly Sparkman</u>			
Organization/Production Company: <u>Rock Island Rotary</u>			
Federal Tax ID or 501©3 #:		<u>26-3964107</u>	(attach current verification)
Address:		Apt/Ste:	
City:		State:	Zip:
Email:		Phone:	
Event Day On-Site Contact: <u>same</u>		Cell: <u>309-749-7280</u>	
Event Sponsor: (Are you, the applicant, organizing this event on behalf of another organization?)			NO ☐ YES ☒
Only fill out if you answered YES above.			
Name of Organization: <u>Rock Island Rotary</u>			
Sponsoring Organization Contact Name: <u>Holly Sparkman</u>			
Address: <u>PO Box 4514</u>		Apt/Ste:	
City: <u>Rock Island</u>		State: <u>IL</u>	Zip: <u>61201</u>
EVENT INFORMATION			
Event Name:			
Location/Facility Requested (Check all that apply):			
☒ Schwiebert Riverfront Park	☐ Sunset Park	☐ Lincoln Park	☐ Martin Luther King Jr. Park
☐ Main Stage & Great Lawn	☐ Longview Park	☐ Band Shell & Shelter	☐ Terry Brooks Performance Stage & Shelter
☐ Observation Shelter	☐ Douglas Park	☐ Gazebo	
☐ Triangle Lawn		☐ Wedding Plaza	
☒ Other <u>Bike path</u>			
Event Date(s): <u>Sunday Dec 8</u>	Event Time: <u>1:00pm</u>	to <u>2:00pm</u>	
Set-Up Date(s): <u>Sunday Dec 8</u>	Set-Up Time: <u>11:00 am</u>	to <u>1:00 pm</u>	
Tear-Down Date(s): <u>Sunday Dec 8</u>	Tear-Down Time: <u>2:00pm</u>	to <u>3:00pm</u>	
Estimated Number of Attendees/Participants: <u>200</u>			
Will this event interfere with/impede normal use of the area by the public?			NO ☒ YES ☐
What actions will be taken to reduce impact to others?			
Previous Year Date/Location: Has this event been previously held? <u>2022/23</u>			NO ☐ YES ☒
Location: <u>Schwiebert Park</u>		Date:	
Do you plan to charge admission/participation fees?		NO ☐ YES ☒ (Please fill out info below)	
Fee Per Adult: \$ <u>30</u>	Fee Per Child: \$	or General Admission: \$	
Who is the recipient of the monies collected? <u>Rock Island Rotary</u>			
Additional Fees may apply with admission/participation fees.			

EVENT INFORMATION Cont.**Event Description:**

Provide a detailed description of your event. Additional information may be attached.

The Rock Island Rotary Reindeer Ramble is a 5K run/walk event that begins and ends on the bike path at Schwiebert Park. The goal this year is to attract 200 participants. The money collected will go toward RI Rotary charitable projects.

EVENT FEATURES

All event features are subject to the approval of the Park Board. Additionally, certain features such as street closures and those mentioned below may require separate permits from the City of Rock Island. For more information regarding City of

FOOD & NON-ALCOHOLIC BEVERAGESAre you requesting permission to **sample** food and/or beverages?☐ Yes (Event Participants only)☐ Yes (to the General Public)☒ NoAre you requesting permission to **sell** food and/or beverages?☐ Yes (Event Participants only)☐ Yes (to the General Public)☒ No**IF FOOD IS DISTRIBUTED OR SOLD, THE CITY HEALTH INSPECTOR MUST BE CONTACTED AT 309-732-2915.**

If vendors/caterers are known please list:

Indicate the number of vendors and type of stand for each (tent/trailer/grill/table only/truck/etc.):

Beverages:

Food:

Merchandise:

Info/Registration:

Other:

ALCOHOL

Alcohol for Special Events is only allowed on park property when a permit has been issued and the alcohol being provided is by a company that has appropriate licenses from the State of Illinois Liquor Commission, and has been approved by the Rock Island Park Board and given a license from the City of Rock Island. Request must be given to the Park Board eight-weeks in advance. Requests must be given to the City of Rock Island at least 30 days in advance. Approved copy of the appropriate licenses must be submitted to the Park Board within 30 days of the event. Please plan accordingly by **submitting all appropriate paperwork at least eight week prior to your event date** to allow the Park Board and City of Rock Island time to make recommendations to ensure participant and public

Are you requesting permission to have beer or wine at your event?

☐ Serve☐ Sell

Please attach a detailed plan for serving alcohol and preventing underage drinking.

☒ NO

YES (Please continue)

Proof of dram show insurance coverage will be required.

Who will be selling/serving the alcohol?

Additional charges may apply with Serving/Selling Alcohol.

EVENT FEATURES**MERCHANDISE**Are you requesting permission to **sample** merchandise?☐ Yes (Event Participants only)☐ Yes (to the General Public)☒ NoAre you requesting permission to **sell** merchandise?☐ Yes (Event Participants only)☐ Yes (to the General Public)☒ No**ELECTRICAL** (Additional fees may apply)

Indicate the number of electrical outlets that will be needed, and attach a description or site map:

Electrical outlets needed: _____ Location: _____ Purpose: _____

Electrical outlets needed: _____ Location: _____ Purpose: _____

AMPLIFIED SOUND (Additional fees may apply)

Are you requesting permission to have amplified sound?

☒ NO

YES (Please continue)

Hours of Amplified Sound: _____ to _____

Description (Please describe purpose and plans for amplified sound)

Will music/sound be monitored for language content?

☒ NO

YES

Are you planning to provide live entertainment as a feature of your event?

☒ NO

YES (Please continue)

Description: _____

Will you provide sound equipment or rent from Rock Island Parks & Recreation? (Renting only available to Schwiebert Park)

☐ Provide☐ Rent

Includes 2 speakers, 2 microphones with stands, and adaptor for CD player, MP3 Player or IPOD (players not included). System is designated for speaking and solo artists; not suitable for band amplification.

How will you be using the System? _____

_____**VEHICLES**

The Park Board may consider granting permission for the delivery of equipment and supplies for event set-up and tear-down. Additional Fees apply.

Driving and/or Parking vehicles on grass/athletic fields is STRICTLY PROHIBITED.

Are you requesting permission to operate staff/supply vehicles on Park Board service roads for delivery of equipment and supplies?

☒ NO

YES (Please continue)

Cars: _____ # Trailers: _____ # Buses: _____ # Semi Trucks: _____

Golf Carts: _____ # Other: _____ Describe: _____

EVENT ADDITIONS

If you're planning to erect, install, or use any of these structures, describe below. A separate sheet with additional details may be attached.

Will your event include the installation of **STAGES/PLATFORMS**?

☒ NO

YES (Please continue)

Description: _____

Will your event include the use of **PORTABLE TOILETS**?

☒ NO

YES (Please continue)

Required at MLK Jr. Park & Park Board may require at other locations.

Number of Toilets: _____

Locations: _____

Will your event include the use of **DUMPSTERS** or Garbage Control?

☒ NO

YES (Please continue)

Park Board may require, Garbage May Not Overflow at any time during your event.

Description: _____

Are you requesting that your event include the installation of **FENCING**?

☒ NO

YES (Please continue)

Required at any park if Serving Alcohol.

Describe purpose and location: _____

Will signage be used in the Park and what type: _____

yes - banner on fence

Will your event include the use of **OTHER STRUCTURES OR FEATURES** no identified above?

(Inflatable's, Fireworks, Barricades, Bleachers, Table/Chairs, Etc...)

NO

☒ YES (Please continue)

Description: _____

An inflatable arch will be set up at start/finish

Will your event require the use of **TENTS OR CANOPIES**?

NO

YES (Please continue)

Permit required for tents over 1,000 square feet. Additional fees may also apply.

Number of Tents: _____

Size: _____ x _____

Number of Tents: _____

Size: _____ x _____

RENTAL OF EQUIPMENT

Rental of Chairs, Tables, Stanchions & Fences are **ONLY** available at Schwiebert Riverfront Park.

Are you requesting rental of any of the following from RI Parks & Rec?

☒ NO

YES (Please continue)

Chairs: _____

Tables: _____

Stanchions: _____

of Fence Sections: _____

| (90 Available)

(10 Available)

(20 Available)

(60 Available)

(Each 8' wide x 4' high)

(Required if serving alcohol)

Attach a Site Map if you plan to include any of the previously mentioned features at your event. The Site Map should indicate the relative location of the following: all sources of amplified sound and direction of sound, tents and canopies with sizes, stages, promotional cars, inflatable's, portable toilets, dumpsters, fences & barricades, and other structures; proposed driving paths for all equipment and supply vehicles, location of vehicles you wish to retain on Park Board property during the event; locations a alcohol, food and merchandise services/sales; and proposed street closures. Site Maps are subject to the approval of the Park Board.

EVENT PLANS**ADVERTISING AND MARKETING**

Please note that all costs incurred promoting and marketing events prior to the insurance of an approved Special Event Permit from the Rock Island Park Board and Changes/modifications relative to the event from the Park Board/or City of Rock Island is at the sole expense of the Event Organizer.

How will your event attendees be notified or invited to the event?

social media; media release;

Will your event be publicly advertised?

NO

☒ YES (Please continue)

Description: media release

Will your event have a Webpage and/or Social Media?

NO

☒ YES (Please continue)

Link:

www.rockislandrotary.com

Link:

SECURITY (Park Board may require)

Have you made provisions for on-site security services?

☒ NO

YES (Please continue)

Security Company:

Contact Name:

Address:

City:

St:

Zip:

Email Address:

Phone:

Event Day Cell #:

Insurance Company:

MEDICAL SERVICES (Park Board may require)

Have you made provisions for on-site medical services?

☒ NO

YES (Please continue)

Medical Company:

Contact Name:

Address:

City:

St:

Zip:

Email Address:

Phone:

Event Day Cell #:

STREET CLOSURES OR USE OF PUBLIC WAY

If you are requesting the closure of/use of park roads you must receive permission from the Park Board. For closure of public city street or public city way (including sidewalks or street closing) you must obtain approval and all necessary permits from the City of Rock Island. For more information, call 309-732-2010. If your event is a run, walk or other activity in which participants will be following a course, attach a map with a written description of the proposed

Will you be requesting permission from the City of Rock Island to close a street/other public way for your event?

☒ NO

YES (Please continue)

Location Description: _____

Will you be requesting permission to close a park road from the Rock Island Park Board?

☒ NO

YES (Please continue)

Location Description: _____

PARKING AND TRANSPORTATION PLAN Parking is only allowed in parking lots and designated street parking.

Have you made provisions for safe transportation and/or parking?

NO

☒ YES (Please continue)

Description: Encouraging people to park in lot by Holiday Inn

INSURANCE "Certificate of Insurance in the amount of \$1,000,000 worth of General liability coverage that name the Rock Island Park B Board as an additional insured" required by Park Board. ***Certificate required AFTER event approval by Park Board - Submit to Events Manager

Is your agency covered by Liability Insurance?

NO

☒ Yes

Please attach letter of verification is applicable.

POLICIES

- Alcohol is not allowed in the park without proper documentation and fees.
 - No set-up or decorating may take place until RI Parks & Rec staff is present.
 - Refundable damage deposit is required for special event along with a valid credit card on file.
 - Applicant is responsible for set-up and tear-down of all chairs, tables, equipment and decoration, as well as clean-up and taking trash to dumpster. Failure to do so will result in additional fees.
 - Parks Staff will set up sound system (if rented) and applicant will appoint person to operate system.
 - Prohibited: confetti, bird seed, rice, silk petals, or any other material that may cause litter.
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Inclement Weather cancellations must be discussed with Parks Special Event Manager.

SIGNATURE

Approval of this application will reserve for the applicant the requested event date/place, providing all requirements outlined by the Special Event Policy in writing to the applicant are met.

GENERAL CONDITIONS

Applicant agrees: to bear all costs of policing; cleaning and restoring park property used pursuant to the permit, to reimburse the Park Board of all such costs incurred by the Park Board; to pay by credit card on file if damage cost are greater than the refundable deposit; to indemnify the Park Board and hold the Park Board harmless from any liability to any person resulting from damage or injury occurring in connection with the permitted event proximity caused by the action of the applicant, its officers, employees, or agents or any person under applicant's contract; to limit all activities conducted on Park Board property to the terms of the permit; and that failure to abide by the terms of the permit or any other applicable laws, rules or regulations may result in revocation of the permit, retention of all or a portion of the damage deposit, fines or result in revocation of the permit. The undersigned agrees by the execution hereof to indemnify and hold harmless the Rock Island Park Board against all liabilities, costs, and expenses which may arise in consequence of the granting of this permit.

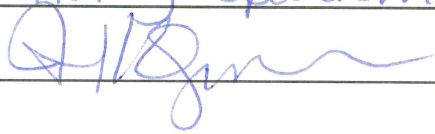
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The Undersigned has full authority to represent the sponsoring organization:

Printed Name:

Holly Sparkman

Signature:



Date:

8/19/2024



Realtor's Park

- *Limited Access
- *Not used
- *No interest from neighbors

Legend

Page 78

 Bible Missionary Institute

Untitled Placemark

Realtor's Park

41st Ave

41st Ave

38th St

38th St

Old Blackhawk Rd

Bible Missionary Institute

Arthur's Garden Delicatessen

43rd Ave

Blackhawk Rd



Realtor's Park Entry

- *Limited Access
- *Not used
- *No interest from neighbors

