

**Memorandum  
Office of the City Clerk**

**To:** Randall Tweet, City Manager  
**Subject:** Rock Island Labor Day Parade  
**Date:** August 2, 2021



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Attached is the application for the 37<sup>th</sup> annual Rock Island Labor Day Parade to be held on Monday, September 6, 2021 from 9:30 am to noon. The Labor Day Parade is covered under City insurance.

The parade starts at Washington Junior High School and marches west along 18<sup>th</sup> Avenue. At 24<sup>th</sup> Street, the parade turns left and continues south to 25<sup>th</sup> Avenue. The parade then turns right, travels west across 17<sup>th</sup> Street and disbands into the Rock Island High School parking lots.

This event will be coordinated with Public Works/Streets and the Police Department.

**RECOMMENDATION:**

It is recommended that Council approve the event.

**Submitted by:** Josh Adams, Interim City Clerk

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**Approved by:** Randall Tweet, City Manager



Joshua Adams &lt;adams.joshua@rigov.org&gt;

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## Labor Day Parade Permit

1 message

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**Mary Chappell** <Mary.Chappell@habitatqc.org> Mon, Aug 2, 2021 at 1:55 PM  
To: "adams.joshua@rigov.org" <adams.joshua@rigov.org>  
Cc: Nathan Parch <parch.nathan@rigov.org>, Cara Ryckeghem <ryckeghem.cara@rigov.org>, Mary Chappell <marychapp2002@gmail.com>

Hello Josh –

Hope you are doing well! As per previous years, attached please find the permit application for the upcoming Rock Island Labor Day Parade, scheduled on Monday September 5, 2021. Also attached is a map of the parade route as per request.

Please contact me with any questions and thank you!

Mary Chappell  
Neighborhood Revitalization Director  
Habitat for Humanity Quad Cities  
3625 Mississippi Avenue  
Davenport, IA 52807  
Office: 563-359-9066  
Fax: 563-359-9070  
**Cell: 309-269-7944**

**We build strength, stability and self-reliance through shelter**

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### 2 attachments

 **2021.Activity-Permit-application.pdf**  
89K

 **Labor Day Parade Route 2021.pdf**  
506K

# CITY OF ROCK ISLAND

## LICENSE APPLICATION



# ACTIVITY PERMIT

**APPLICANT INFORMATION**

**NAME of EVENT:** Rock Island Labor Day Parade

SPONSOR NAME/ORGANIZATION	ADDRESS	CITY	STATE	ZIP CODE
City of Rock Island	1528 3rd Ave.	Rock Island	IL	61201
TELEPHONE NO.				

CONTACT PERSON	ADDRESS	CITY	STATE	ZIP CODE
Mary Chappell -Chair, Advisory Board	or Nathan Parch	Rock Island	IL	61201
TELEPHONE NO.				
Mary: 309-269-7944	Nathan: 309-732 -2900			

**ACTIVITY DETAILS**

Type of Activity: (Check Appropriate Activity)

<b>Parade</b> <input checked="" type="checkbox"/>	<b>Run</b> <input type="checkbox"/>	<b>Walk</b> <input type="checkbox"/>	<b>March</b> <input type="checkbox"/>	<b>Bicycle Ride</b> <input type="checkbox"/>	<b>Other (specify below)</b> <input type="checkbox"/>
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DATE OF ACTIVITY (MONTH/DAY/YR)	EVENT START TIME ( AM/PM )	EVENT END TIME (AM/PM)
9/6/21	9:30 a.m.	12 Noon
SETUP OF EVENT (MONTH/DAY/YR)	SET UP BEGINS ( AM/PM )	SET UP ENDS (AM/PM)
9/6/21	7:00 a.m.	12:30 p.m.

Estimated number of: (Place Number in Appropriate Box)

<b>Participants:</b> 1,500	<b>Floats:</b> 10	<b>Vehicles:</b> 100+-	<b>Bands:</b> 13 +-	<b>Wheelchairs:</b>	<b>Horses:</b> 5	<b>Other:</b> Walkers
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# CITY OF ROCK ISLAND

## LICENSE APPLICATION

Number of volunteers available for traffic control: Approx. 50 ppl. (staging area)

Contact the Police Department to arrange for traffic control. Telephone Number: (309) 732-2402

Tail car provided by sponsor: Yes  No

Ambulance/first aid provided by sponsor: Yes  No

**Route for Activity:** Detailed description and map of city streets and property involved in activity must be attached to this application. Starting and ending locations as well as direction of travel need to be clearly indicated. If State-owned streets are included in route, Department of Transportation permission will be required for closing of streets. Please allow additional time (at least one month to six weeks) for this to be completed.

Are any State-owned streets involved? Yes  No  Unknown

Identify State-owned streets, if known. \_\_\_\_\_

Does sponsor provide barricades? Yes  No

Are barricades required from City? Yes  No  Qty Same

**Insurance requirements:** In submitting this application, the undersigned agrees to provide certification of Liability Insurance Coverage for this event in an amount not less than \$300,000.00 for any person, and \$500,000.00 for any one accident, with the City of Rock Island being listed as additional insured for claims or damages which may arise out of said event. The undersigned further agrees to reimburse the city of Rock Island for any and all costs that exceed \$200.00 for the use of City streets and personnel.

**Notification to Residents:** In the case of applications for new events and/or new routes, the sponsor of said new event shall notify the residents and/or businesses located along said race route, parade route, or other, for that specific activity, in writing, at least three (3) weeks prior to City Council consideration. Prior to Council consideration, sponsor shall notify and obtain written approval or disapproval from the residents and/or businesses and submit a copy of same to the City Clerk. Any resident and/or business who objects to said event shall have the opportunity to be heard at the City Council meeting during which time the event is to be considered.

Note: The sponsor notification form for any new event/route is available in the City Clerk's office.

**A copy of your application will be submitted to the Police Department for assistance with any needed traffic control. All required insurance papers must be attached to this application. Permit cannot be issued without proof of insurance.**

Mary M. Chappell  
\_\_\_\_\_  
**Signature of Applicant**

8/2/21  
\_\_\_\_\_  
**Date of Application**

# **CITY OF ROCK ISLAND**

## **LICENSE APPLICATION**

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

<b>City Council Approval Date</b>

<b>City Clerk Approval Date</b>

<b>Route Map and/or Information Included</b>

<b>Insurance Information Included</b>

<b>License Number</b>

<b>License Printed Date</b>

<b>License Delivery Date</b>

**Return Completed Application with Cover Letter, Map, and Certificate of Insurance to:  
City Clerk's Office, 1528 3<sup>rd</sup> Avenue, Rock Island, IL. 61201  
(309) 732-2010**



# Rock Island Labor Day Parade Route



Center for Math and Science

18th Avenue

Start at 33rd Street/Washington School

Washington Jr High School

24th Street

The 37th annual Rock Island Labor Day Parade will be held on Monday, September 6th, 2021. Parade kicks-off at 9:30 from Washington Jr. High School and ends at Rock Island Sr. High School.

Rock Island Sr High School

25th Avenue

End at 25th Avenue/Rock Island High School

