

Special Event Council Request

Event Type: Check all that apply

☐ Community Event

☐ Fireworks

☐ Parade

☐ Festival

☐ Fundraiser

☒ Other: Spring Triathlon

Event Name:

South Side REVERSE Super Sprint Triathlon

Event Date & Time

Saturday, June 28, 2025 | Approx. 7am-12pm

Location/Route:

RUN: Starting at Spring Lake Marina Heading north onto 8th RIGHT onto 1st AVE, staying on sidewalks if possible RIGHT onto S 2nd ST Enter paths in MEMORIAL PARK OUTSIDE paths in MEMORIAL PARK RIGHT onto S 2nd St Cross 1st street to sidewalks on opposite side WEST on 1st AVE LEFT onto 8th street (keep left side of road) Enter where the run started (marina) and head to transition 1 BIKE: West from transition onto AVE B Turn LEFT onto Ave B Turn LEFT onto JACK DAME DR Turn RIGHT onto INTERMODAL DR. INTERMODAL DR become S. BRUSH GROVE RD Turn Around at Farm on East side Back onto S. BRUSH GROVE DR. Turns into INTERMODAL LEFT JACK DAME DR. RIGHT onto AVE B Right into transition area (marina)

Contact Name & Organization:

Maureen Stevens, Flagg-Rochelle Community Park District

Contact Phone:

8155627813

Contact E-Mail:

mstevens@rochelleparkdistrict.org

Alcoholic Beverages

To serve alcoholic beverages at an event, a one-day license must be obtained from the City of Rochelle AND the State of Illinois.

[Special Event Liquor Checklist](#)

Will alcoholic beverages be served or sold at the event? *

☐ Served/Sold

☒ Neither

Name of business/organization providing alcohol:

.....

How will area where alcohol is served be contained and what security and ID measures will be taken?

.....

If serving alcohol off premises of an establishment, complete required special event application for liquor sales and submit fee separately.

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Water & Electricity

Electricity is available for Downtown Events at the Gazebo or Page Park. Please indicate if you intend to use:

☐ Page Park

☐ Gazebo

☒ Electricity not required/Utilizing different location

A water connection is available at the Downtown Gazebo. Would you like water available for the event?

☐ Yes

☒ No

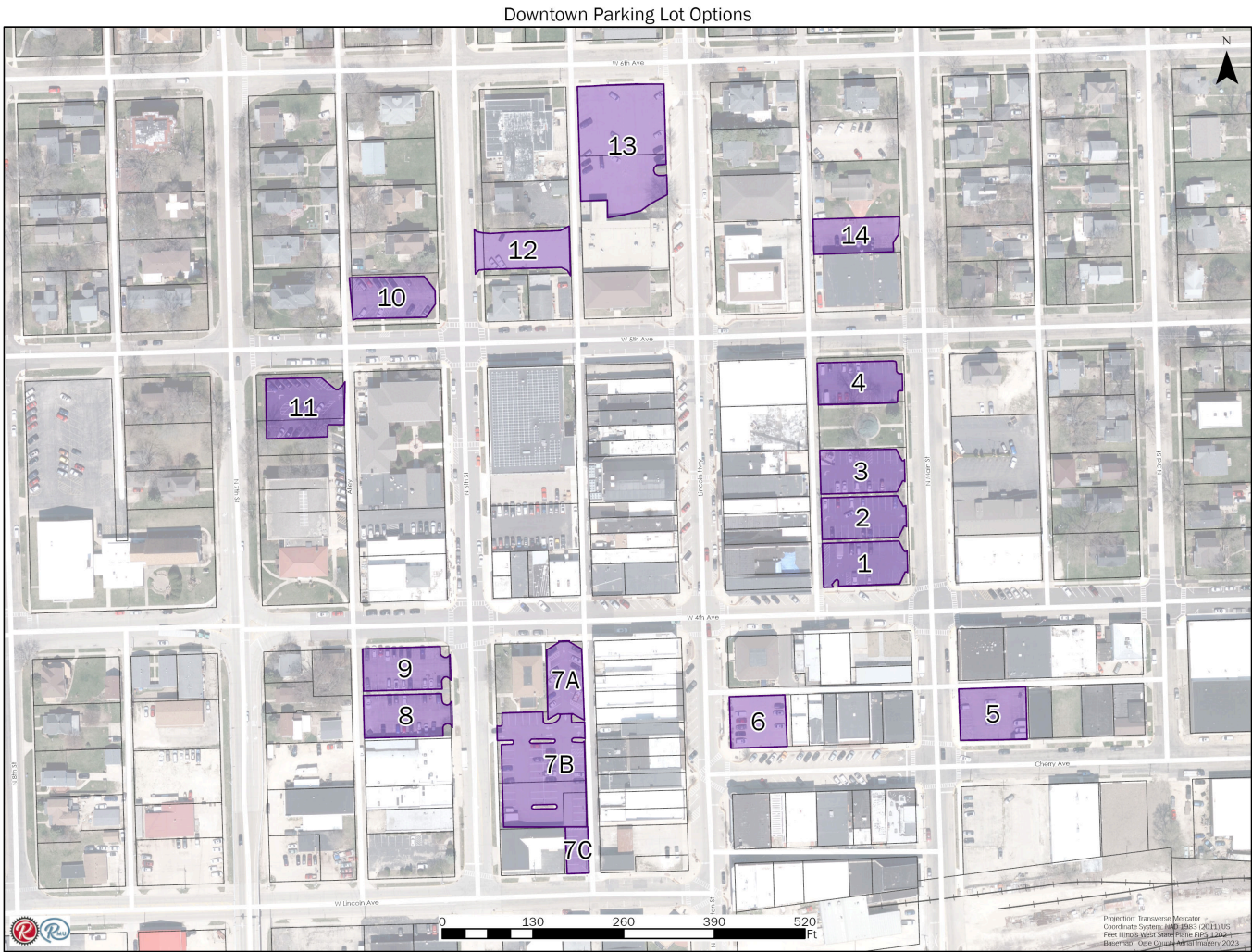
Street & Parking Lot Closures

Are parking lot closures requested?

☐ Yes

☒ No

Available Parking Lots:



If so, which parking lots?

- ☐ Spirited Square - Lot 1
- ☐ Spirited Square - Lot 2
- ☐ Spirited Square - Lot 3
- ☐ Spirited Square - Lot 4
- ☐ Downtown Lot - Cherry & Main Street - Lot 5
- ☐ Downtown Lot - Lincoln Highway & Cherry Avenue (RMU) - Lot 6
- ☐ Downtown Lot - 4th Avenue & North Sixth Street - 7A
- ☐ Downtown Lot - 4th Avenue & North Sixth Street - 7B
- ☐ Downtown Lot - 4th Avenue & North Sixth Street - 7C
- ☐ Downtown Lot - 300 Block of North 6th Street - Lot 8
- ☐ Downtown Lot - 300 Block of North 6th Street - Lot 9
- ☐ Downtown Lot - 5th Avenue & 6th Street - Lot 10

Is a street closure requested?

- ☐ Yes
- ☒ No

What intersections and/or streets are requested to be closed?

No closures requested. Barricades/warning signs needed on Ave. B, 1st Ave., Jack Dame Dr., Jack Dame & Intermodal intersection

Please upload a site drawing. Include barricade and street closure locations. *

FRCPD Triathlon ...

↑ Add file

Event Coordinators must agree to the following:

Please agree to the following: *



Agree to display Human
Trafficking Victim Information
Sheet as required by State law



Event coordinators are
responsible for cleanup and
trash disposal after events. I
agree that a cleaning fee of
\$500 may be assessed if
extensive cleanup is required.

Insurance

****REQUIRED**** Please upload Certificate of Insurance.



Events on City property (including streets, parking lots, etc.) require a Certificate of Insurance for approval.

The Certificate of Insurance must include:

-City of Rochelle listed as an additional insured

-Name of Event

-Date & Time of Event

-Location of Event

-\$1,000,000.00 in general liability, and if alcoholic liquor will be served/sold, liquor liability in the amount of \$1,000,000.00.


 Certif.Flagg-Roc...

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Additional Requests:

Special events held in the Downtown Parking lots may request the use of the following:


Trash Cans & Can Liners (Up to 10 may be requested):

 Dropdown

Choose



Parking Cones:

 Dropdown

Choose



Caution Tape Roll:

⌵ Dropdown

Choose



Folding picnic tables (up to 10):

⌵ Dropdown

Choose



For Carnivals Only: Upload a Certificate of insurance showing proof of worker's comp and one with general liability

⬆ Add file

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