



CITY of MONMOUTH

100 East Broadway
Monmouth, IL. 61462
309-734-2141

CITIZEN/ORGANIZATION AGENDA REQUEST

Council Meeting Date 4/4/22

(Requests may be faxed to City Clerk at 309-734-4943)

CITIZEN/ORGANIZATION: Immaculate Conception School

Citizen/Representative: Felicia Simmons

Address: 115 N. B St. Monmouth, IL. 61462

E-mail Address: icstrojans@gmail.com

Phone Number: 309-734-6037

Event Date and Hours of Event: Friday, April 22nd, 4pm - 7pm

Type of Event and Reason for Request: ICS Serenata Drive-thru

Dinner - We are requesting closure of the 200th
block of Archer street from 4pm to 7pm for our
drive-thru fundraising dinner.

Requirements for events (these requirements must accompany the request at time of meeting or before, NO EXCEPTIONS):

- 1) Certificate of Liability Insurance - (private citizen or not-for-profit group)
- 2) If request includes or affects other citizens, a form signed by such citizens showing their approval is to be brought to meeting. (Ex: vacating an alley, blocking off street)
- 3) Diagrams or maps, if pertinent to approving the request.

Felicia Simmons
Citizen/Organization Representative

3/25/22
Date

Susan Trevak
City Clerk

3/28/22
Date

- PLEASE NOTE:**
- 1) *In order to be placed on the agenda of a Council Meeting, ALL requests MUST be received the Wednesday morning prior to the next Council meeting!*
 - 2) *Representative must be present at meeting unless exempted under annual request policy.*