



**CITIZEN/ORGANIZATION AGENDA REQUEST**

Council Meeting Date 5-6-24

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

CITIZEN/ORGANIZATION: Prime Beef festival / Josh Oaks

Citizen/Representative: Josh Oaks / Michelle Thomas

Address: \_\_\_\_\_

E-mail Address: Oaks2512@gmail.com

Phone Number: 309-371-6004 \_\_\_\_\_ Michelle 309-536-1134

Event Date and Hours of Event: Saturday Sept, 7. 2024 @ am - 10:30

Type of Event and Reason for Request: 5k walk/run , kids run  
raise money for Prime Beef Festival  
route same as the Rileystrong Race

**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.

Josh Oaks Michelle Thomas  
Citizen/Organization Representative

4/15/24  
Date

Alexandra Trever  
City Clerk

4-23-24  
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.*