



CITIZEN/ORGANIZATION AGENDA REQUEST

Council Meeting Date April 17th 2023

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

CITIZEN/ORGANIZATION: Sean Stevens Insurance

Citizen/Representative: Sean Stevens owner

Address: 211 N Main St

E-mail Address: stevensinsurance@a@hotmail.com


Phone Number: 309-337-3523

Event Date and Hours of Event: _____

Type of Event and Reason for Request: Need a handicap parking spot. I have several clients that most times can't park close because of parking spots being used.

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.**


Citizen/Organization Representative

03/24/2023
Date

City Clerk

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.*