

**RAPID CITY POLICE DEPARTMENT  
MEMORANDUM**

LF092706-19

**September 25, 2006**

**MEMO TO: City Council**

**FROM: Sergeant Brad Booth**

**SUBJECT: Addition to Festival of Lights Parade Application**

The Festival of Lights Committee would like to add to their already approved permit to allow them to have some "for hire" vendors to sell products such as food and hot drinks (cocoa, coffee, etc.). In addition, the Festival of Lights Committee would also like to use the west half of the City Parking Lot at 6<sup>th</sup> and Main for the event, which will mean closing that half of the parking lot for all day Saturday.

The Festival of Lights Committee would like to thank you for your consideration in this matter.

**Brad Booth  
Traffic Sergeant**

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Add 700

EVENT PERMIT APPLICATION

NAME OF ORGANIZATION: Festival of Lights Committee

CONTACT PERSON: (Responsible for Permit compliance).

NAME: Sue McCormick  
ADDRESS: 505 Kankas City Street  
HOME PHONE: ( ) - - - - WORK PHONE (605) 348-1930

EVENT TYPE:  PARADE  RALLY  DEMONSTRATION  OTHER

PURPOSE: To use the west half of the 6th & Main City parking lot on Saturday, November 25th for "For Hire" vendors to sell hot chocolate, coffee, food etc...

TOTAL INDIVIDUAL PARTICIPANTS ANTICIPATED .....

TOTAL UNITS .....  
(Bands # \_\_\_\_\_ Floats # \_\_\_\_\_ Vehicles # \_\_\_\_\_ Other Units # \_\_\_\_\_)

WILL EVENT GENERATE LITTER/SPECIAL CLEANUP REQUIREMENTS .. YES ... NO  
(If yes, explain fully) \_\_\_\_\_

DO YOU ANTICIPATE ANY OPPOSITION TO THIS EVENT ..... YES ... NO  
(If yes, explain fully) \_\_\_\_\_

EVENT DATE 9 / 25 / 06 (If event will include more than one date or time frame, describe fully on a separate sheet and attach to application).

ASSEMBLY TIME \_\_\_\_\_ PARADE START TIME 1900

ASSEMBLY AREA/S Use the parking lot for the ds, for vendors to set up.

WILL ASSEMBLY AREA UTILIZE:

CITY PARKS OR CITY PROPERTY OTHER THAN STREETS . . . . . YES NO

SCHOOL PROPERTY . . . . . YES NO

PRIVATE PROPERTY . . . . . YES NO

If yes, have arrangements been made with the appropriate party or parties responsible for the property? Yes . . . No

If yes, who \_\_\_\_\_ Phone # \_\_\_\_\_

ROUTE AREA (List all streets and properties over which the event or portions of the event are expected to travel). \_\_\_\_\_

WILL THE ROUTE AREA UTILIZE:

CITY PARKS OR CITY PROPERTY OTHER THAN STREETS . . . . . YES . . . NO

SCHOOL PROPERTY . . . . . YES . . . NO

PRIVATE PROPERTY . . . . . YES . . . NO

If yes, have arrangements been made with the appropriate party or parties for the property? Yes . . . No

If yes, who \_\_\_\_\_ Phone # \_\_\_\_\_

THIS APPLICATION, AS COMPLETED BY ME, IS AN ACCURATE REPRESENTATION OF THE PROPOSED EVENT. IN ADDITION, I HAVE READ AND WILL COMPLY WITH THE PARADE ORDINANCE FOR THE CITY OF RAPID CITY

SIGNATURE OF APPLICANT

*[Handwritten Signature]*

DATE

9/25/06

\*\*\*\*\*

OFFICE USE

CITY COUNCIL APPROVAL: [ ] N/A OR [ ] REQUESTED ON \_\_\_\_\_ APPROVED ON \_\_\_\_\_

REVIEWED BY: \_\_\_\_\_

EVALUATION

COMPLIANCE PROBLEMS? (ORDINANCE, LITTER, ORGANIZATION)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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