

SPECIAL EVENT APPLICATION

Rapid City Police Department

Traffic Section
300 Kansas City Street
Rapid City SD 57701
Phone: 605-394-4130
Fax: ~~605-394-6608~~ 605-394-6908



NAME OF EVENT: 3rd Annual The Great Downtown Pumpkin Festival

EVENT DATE/TIME: Saturday, Sept. 24, 2011

SPONSOR ORGANIZATION: Rapid City Downtown Association

CONTACT PERSON: Beth Kottel

ADDRESS: 606 Main St. Rapid City SD 57701

HOME PHONE:

WORK PHONE: 605-716-7979

EMAIL ADDRESS: beth@downtownrapidcity.com

PURPOSE OF EVENT: a family friendly celebration of the fall harvest season in downtown Rapid City

ASSEMBLY AREA:

ASSEMBLY TIME:

ROUTE AREA: (List all streets and areas route is expected to cover)

7th Street from south of St. Joseph to north of Columbus and half a block on Quincy Street from 7th toward Mt. Rushmore Rd. Set-up will start at 7:00am, the event starts at 9:00am and runs through 5:00pm.

Map Attached? YES NO

Alternate Routes Available: YES NO

This is the same layout as the last two years with the addition of half block at 7th and Quincy.

REQUESTING ANY CITY RESOURCES?

(If so, explain need)

FIRE DEPARTMENT:
10 Main Street 394-4180

Contact: _____

STREET DEPARTMENT:
605 Steele Street 394-4152

Contact: _____

PARKS DEPARTMENT:
125 Waterloo Street 394-5225

Contact: _____

Destination Rapid City will pick up 12 picnic tables from Parks + Rec on 9/24/11. They will be returned after the event.

SPECIAL EVENT APPLICATION

Rapid City Police Department

Does event require special parking accommodations?

YES

NO

Will businesses be affected by street closures?

YES

NO

Have affected businesses been notified?

YES

NO

Will event require clearing of streets? (Towing of cars)

YES

NO

Does event include placement of temporary structures?

Copy of 11-6-19 Review Attached? YES NO

YES

NO

Does event plan on serving alcohol?

YES

NO

Do you anticipate any security needs?

YES

NO

Does your event require closing or blocking of any State Highway?

YES

NO

Any application for an event which requires the closing of any State highway, must have a corresponding state permit, prior to submittal of the event permit.

Copy of State Permit Attached? YES NO

How many floats do you anticipate in your parade?

If your parade has over 70 floats, City Ordinance requires Council Approval.

N/A

OFFICE USE ONLY

COUNCIL APPROVAL REQUIRED:

YES

NO

POLICE DEPARTMENT REVIEWED BY:

[Signature]

DATE:

Aug 10 2011

SENT TO LEGAL/FINANCE:

8-10-11

LF MEETING DATE:

COUNCIL MEETING DATE:

COUNCIL APPROVED:

YES

NO

DATE:

*Rec'd
8/11*



Review of the Great Downtown Pumpkin Festival event: Saturday, September 24, 2011

The 3rd annual Great Downtown Pumpkin Festival is set for Saturday, September 24, 2011. Organized by the Rapid City Downtown Association in partnership with Destination Rapid City, the pumpkin festival is a community-wide celebration of the harvest season in downtown Rapid City. This family-focused event hosts a variety of activities while showcasing our city center and its many shops and restaurants. The Pumpkin Fest is an all-day event running from 9 a.m. until 5 p.m. with the majority of the activities located on 7th Street between Columbus and St. Joseph streets and half a block on Quincy from 7th St toward Mt. Rushmore Rd. The day's schedule will include:

- Pumpkin Catapult Challenge with School of Mines students (Dakota Middle School Field)
- Black Hills Farmers Market
- Vendor Booths
- Pumpkin Patch
- Giant Pumpkin Weigh Off
- Children's Activities Area and Kids' Arts, Crafts & Storytelling with the RC Public Library
- Kids Costume Parade
- Elvis Performs on stage
- SDSM&T Homecoming Parade (Main, 7th and St. Joseph streets)
- Oktoberfest Beverage Tent
- Americana Music Festival (Dahl Arts Center) and participants of that to perform on Pumpkin Festival stage
- RC Kennel Club Parade of Breeds
- RC Kennel Club Dachshund Races (Dakota Middle School Field)
- RC Kennel Club Ugly Dog Contest on stage
- RC Kennel Club Dog Agility Demo (Dakota Middle School Field)
- RC Kennel Club Dog Obedience Demo (Dakota Middle School Field)
- RC Drug Dog Demo (Dakota Middle School Field)

We are requesting that a Street Closure be put in place for the section of 7th Street south of the St. Joseph Street intersection and north of the Columbus Street intersection and Quincy Street at 7th Street for half a block toward Mt. Rushmore Rd. (map enclosed). This area will include a stage, various vending tents, giant pumpkins on display, and children's activities. The second annual Americana Music Festival is a proud musical partner of the Great Downtown Pumpkin Festival.

Numerous downtown and community-wide businesses and organizations are in support of the event such as US Bank, Lynn Jackson Shultz & Lebrun, PC, Rapid City Kennel Club, Black Hills Giant Pumpkin Growers, First United Methodist Church, Rapid City Public Library, The Dahl and many more.

The event is also a certified weigh-off site for the national organization, the Great Pumpkin Commonwealth. This will attract giant pumpkin growers and their families from outside the region and state to downtown Rapid City.

Please contact Beth Hottel at Destination Rapid City/Rapid City Downtown Association office with any comments or concerns, 716-7979.

Thank you,
Rapid City Downtown Association

St. Joseph St.

DROP OFF AREA

BARRICADE

Bleacher

Picnic tables

→ Giant Pumpkin Weigh-off

ALLEY

7th St.

Pumpkin Patch

port-a-potties

cones for US Bank Drive thru

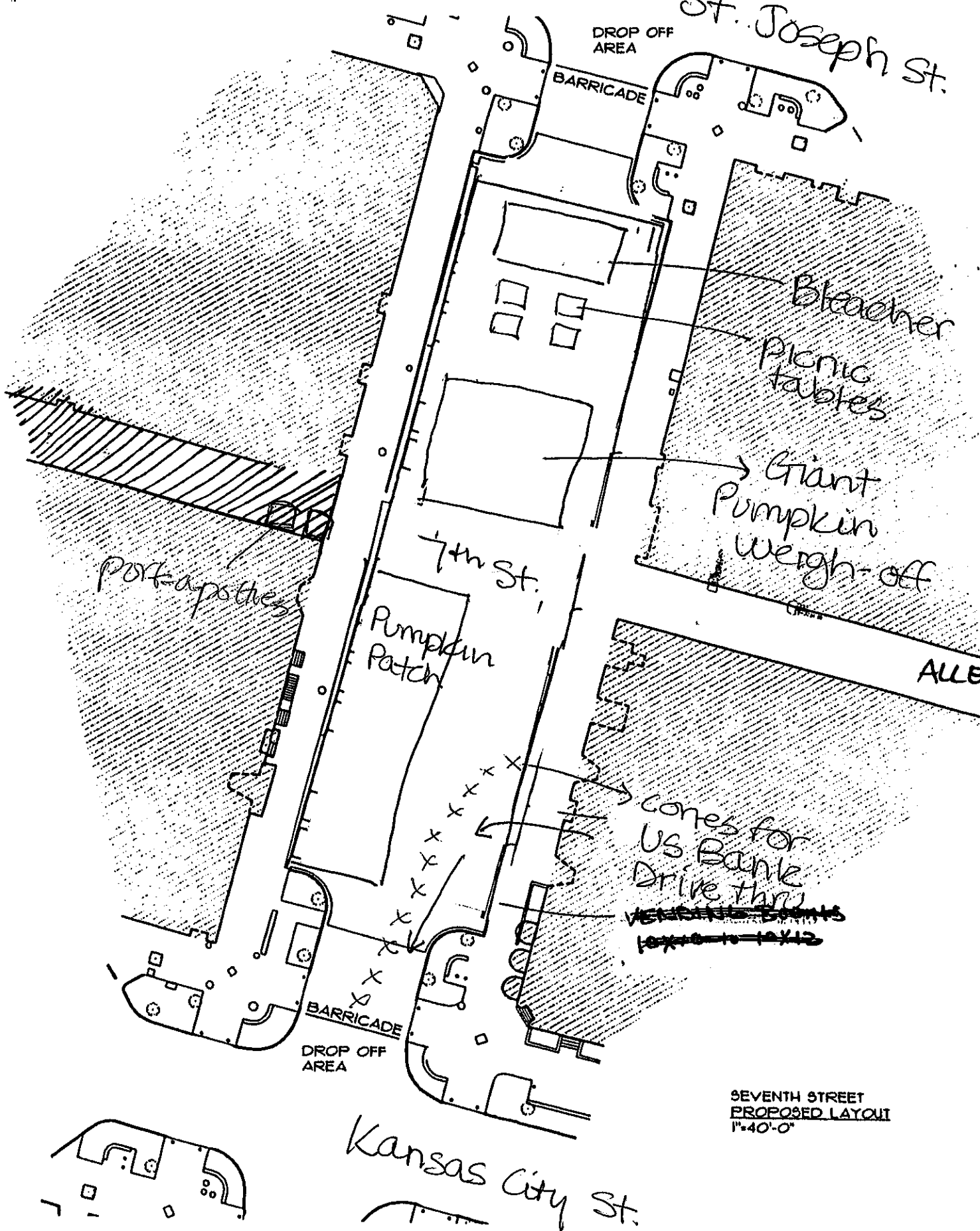
~~VENUE EVENTS~~
~~10x10 to 10x12~~

BARRICADE

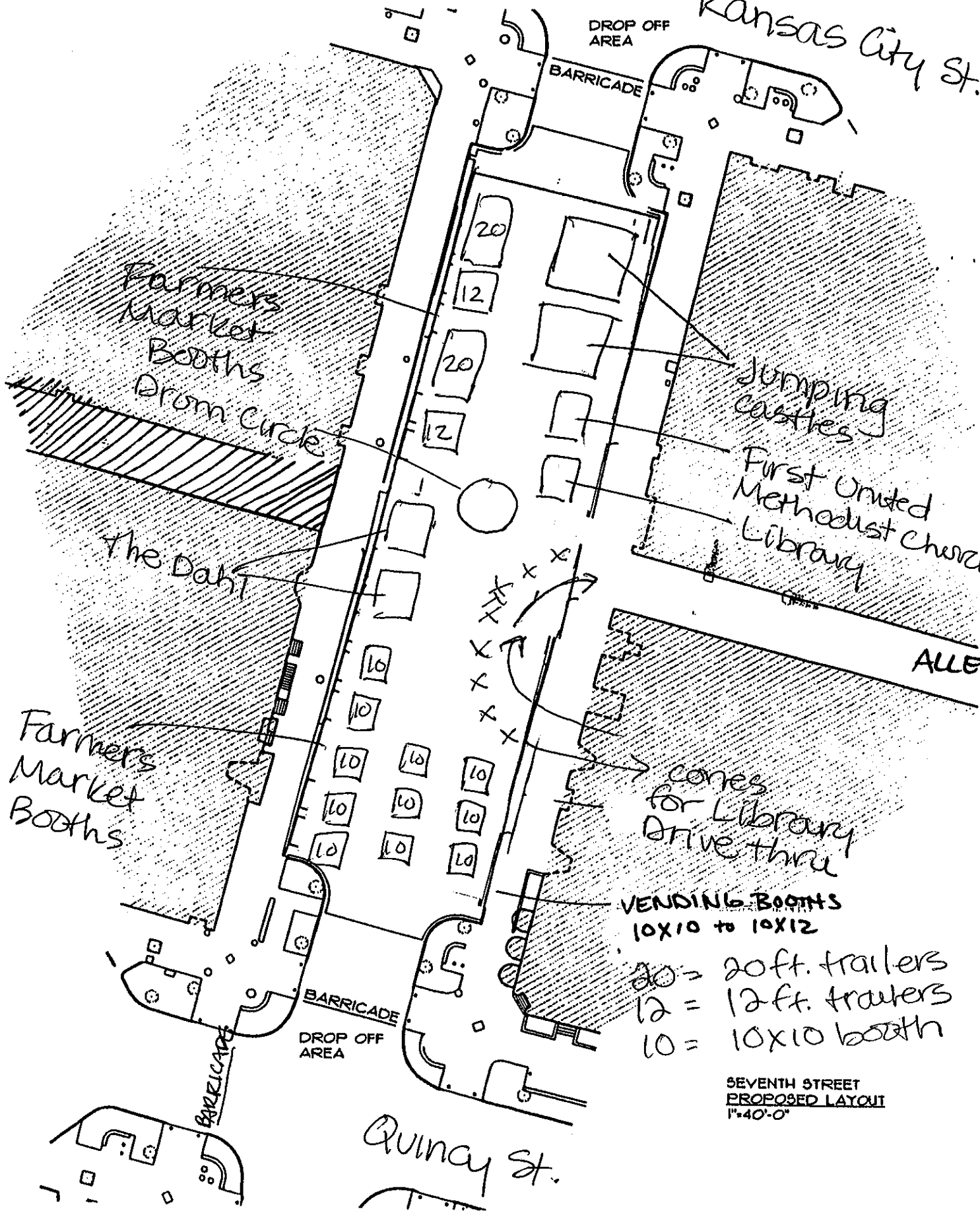
DROP OFF AREA

SEVENTH STREET
PROPOSED LAYOUT
1"=40'-0"

Kansas City St.



Kansas City St.



DROP OFF AREA

BARRICADE

Farmers Market Booths
Drop Circle

Jumping castles

First United Methodist Church Library

The Daht

ALLEY

Farmers Market Booths

cones for Library Drive thru

VENDING BOOTHS
10x10 to 10x12

- 20 = 20 ft. trailers
- 12 = 12 ft. trailers
- 10 = 10x10 booth

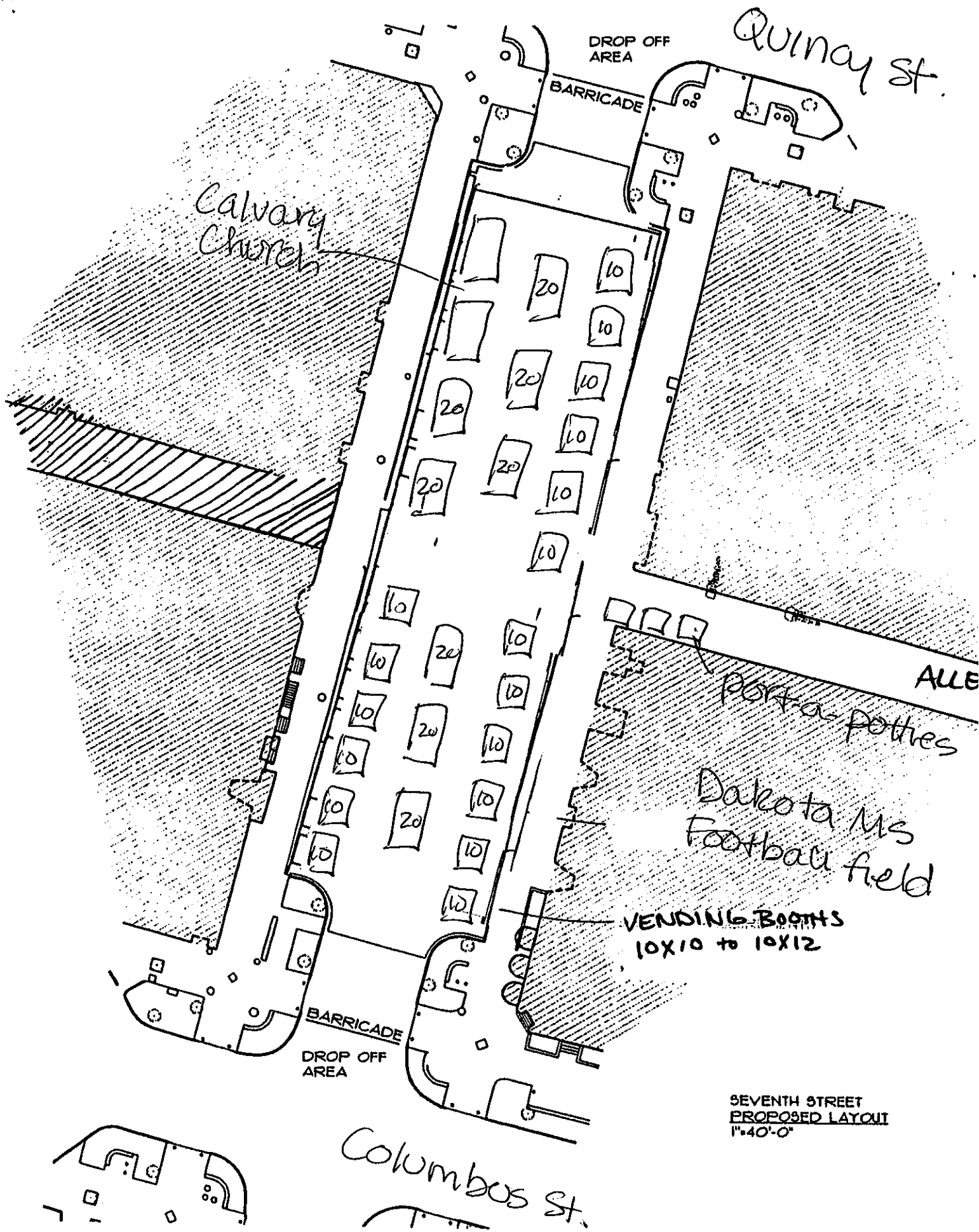
BARRICADE

DROP OFF AREA

BARRICADE

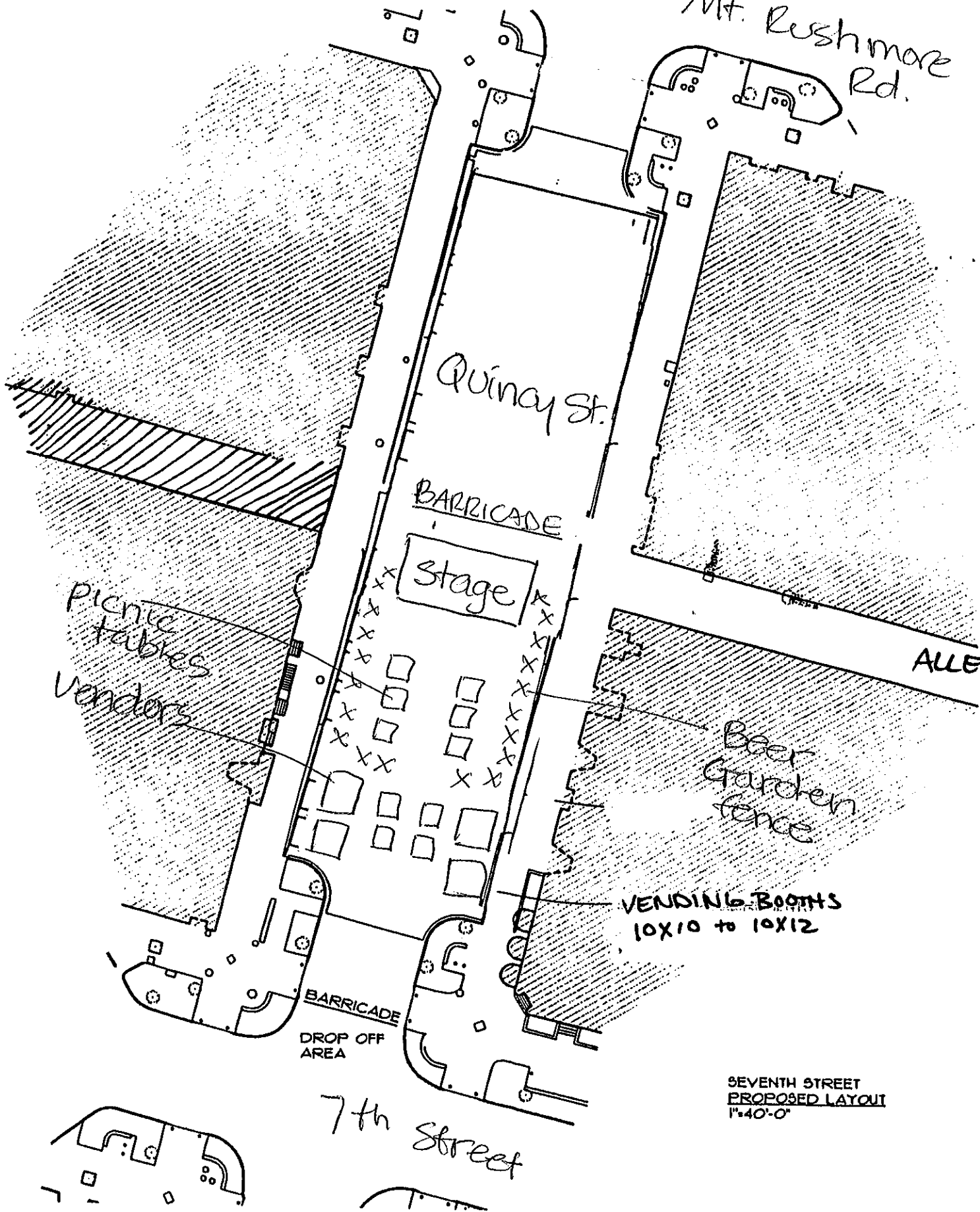
Quincy St.

SEVENTH STREET
PROPOSED LAYOUT
1"=40'-0"



SEVENTH STREET
PROPOSED LAYOUT
1"=40'-0"

Mt. Rushmore Rd.



Quincy St.

BARRICADE

Stage

Picnic tables
Vendors

Beer Garden fence

VENDING BOOTHS
10X10 to 10X12

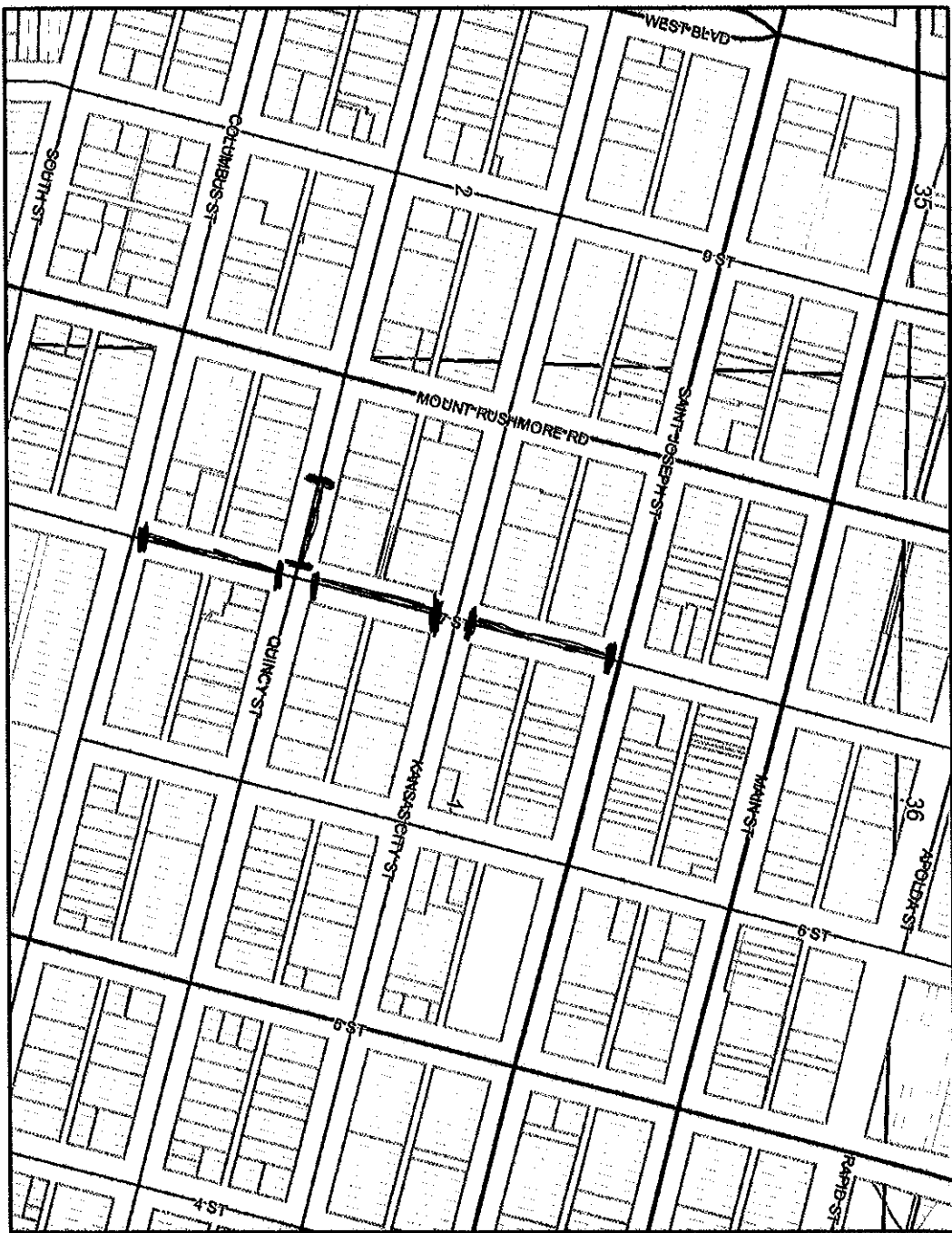
BARRICADE

DROP OFF AREA

ALLEY

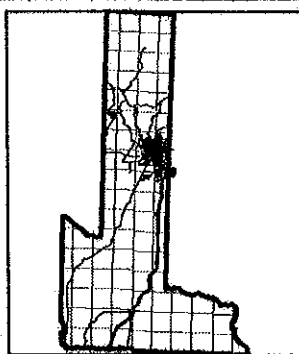
7th Street

SEVENTH STREET
PROPOSED LAYOUT
1"=40'-0"



Map center: 44° 4' 45.8" N, 103° 13' 46.2" W

DISCLAIMER: This map is provided as is without warranty of accuracy, timeliness, or completeness. The burden for determining accuracy, completeness, timeliness, and fitness for use rests with the user. Pennington County makes no warranty, express or implied, as to the use of the map. The user acknowledges and accepts the limitations of the map, including the fact that the data used to create the map is dynamic and is in a constant state of maintenance, correction, and update. The documents do not represent a legal survey of the land. There are no redactions on the distribution of Rapid City-Pennington County maps, other than the City of Rapid City copyright and notice must be upon the print. The user agrees to indemnify and hold the City of Rapid City, its employees and other proprietary claims for the map(s) distributed or produced by the City of Rapid City or the vendors furnishing said data to the City of Rapid City.



Legend

- Not classified
- Interstate
- US Highway
- SD Highway
- County Highway
- Main Road
- Minor Arterial
- Collector
- Ramp
- Private Road
- Unimproved Road
- Unimproved Road
- Trail
- other
- Not yet coded
- Township/Section lines
- SECTION
- TOWNSHIP
- Parcel Boundary
- Lot Lines
- COUNTY BOUNDARY
- LOT LINE
- PARCEL LINE
- ROAD ROW
- RR ROW
- SECTION LINE
- TOWNSHIP LINE
- WATER LINE
- STATE BOUNDARY
- PLSS Sections
- County Line
- City Boundaries
- Rapid City



Scale: 1:4,800