



RAPID CITY POLICE DEPARTMENT

Karl Jegeris, Chief of Police
Community. Service. Integrity.

January 28, 2016

Mayor Steve Allender
Council Members
300 Sixth St.
Rapid City, SD 57701

RE: Kirk Funeral Home Request for Free Parking for Senior Movies

Dear Mayor and Council Members,

As you know, our department has been given the authority to administratively approve Special Event Permits. Our protocol for events that occur on an annual basis is to approve those that have been previously approved by council.

I am aware that this event has been previously approved; however, it was done so when there was a 2 hour parking limit. The dynamics have changed now that there is a 3 hour limit downtown. Considering that Senior Citizens often need additional time to navigate from their parking space, I believe this is a reasonable request; therefore, I have placed this on the agenda with a recommendation for approval. If approved, we would continue to administratively approve on an annual basis as requested.

Sincerely,

Karl Jegeris
Chief of Police

KJ/al



RAPID CITY POLICE DEPARTMENT

Community. Service. Integrity.

Karl Jegeris, Chief of Police

SPECIAL EVENT APPLICATION

SECTION A.

(Type or print legibly)

719-9271

Date of application: 1-25-2016	Contact phone #: 605-391-0712	Organization: KIRK FUNERAL HOME	Applicant's name: COLLEEN PHILLIPS		
Event name: KIRK FUNERAL HOME FREE SENIOR MOVIES			Date of event: MARCH 18 TH ; JULY 15 TH ; DECEMBER 9 TH 2016		
Purpose of event: The purpose of our movie event is to give back to the seniors in Rapid City and the surrounding areas. These movies are advertised in the RC Journal and open to all Rapid City area seniors. We offer our seniors an opportunity to come out on a Friday morning to enjoy a free family friendly movie. After the movie is over, we encourage them to remain downtown to eat and shop. We do ask that they move their vehicles before they eat and shop. We also give away door prizes that we purchase from local downtown area businesses. Seniors usually start arriving around 10:00 and usually get over around 1:00 PM.					
Location of event: All of our movie events are held at the Elks Theatre. Please note: The seniors that attend will be parking throughout the downtown area. Because of the length of the movies, they will be parking over the 3 hour allotted time and many would receive parking tickets. We are asking that the City of Rapid City would work with Kirk Funeral Home to take care of any tickets given during that time period so that our seniors would not be responsible for taking care of these tickets themselves.					
Map attached: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Alternate routes available? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Contact email address: cphillips@sdfuneral.com			
Exact location of formation area: 512 6TH STREET RAPID CITY, SD	Approximate Formation Time:	Event Start Time: 9:00AM	Event End Time: 1:00PM	Total number of participants in event: 200-400 (APPROX.)	
Do you anticipate any security needs? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Does the event plan to serve alcoholic beverages? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Is this a parade? (If yes skip to section B) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

SECTION B. (PARADES ONLY)

Will businesses be affected by street closures? <input type="checkbox"/> Yes <input type="checkbox"/> No	Have affected businesses been notified? <input type="checkbox"/> Yes <input type="checkbox"/> No By whom:	Will event require clearing of streets? (Towing Cars) <input type="checkbox"/> Yes <input type="checkbox"/> No	How many floats do you anticipate in your parade? (Note: Over 70 floats requires City Council Approval)
Does your parade require closing or blocking a State Highway? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, you must have a corresponding state permit prior to submitting an event permit. Copy of state permit attached? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Event route (list all streets and areas route is expected to cover):			

SECTION C.

Will you require any City Resources? <input type="checkbox"/> Yes (if yes please list) <input checked="" type="checkbox"/> No	FIRE DEPARTMENT:	STREET DEPARTMENT:	PARKS DEPARTMENT:
	10 Main Street: 394-4180	605 Steele Street: 394-4152	125 Waterloo Street: 394-5225
	Person Contacted:	Person Contacted:	Person Contacted:

OFFICE USE ONLY

Council Approval Required? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Post Orders: <input type="checkbox"/> Yes <input type="checkbox"/> No	Police Department Reviewed: By: <i>KJ</i> Date: 1-27-16	Sent to Legal/Finance: Date:	Legal/Finance meeting: Date:	Council Meeting Date: Date:	Council Approved: Date:
---	--	---	---------------------------------	---------------------------------	--------------------------------	----------------------------

JK 1/25/16