



April 1, 2009

City of Rapid City
300 Sixth St.
Rapid City, SD 57701

To whom it may concern:

It is the intention of Hills Alive/Bethesda Broadcasting to utilize Memorial Park as well as the South Lawn of the Rushmore Plaza Civic Center, for a FREE summer Christian music festival. We have been approved in the past and are looking for a continuance of this approval. Hills Alive takes place the third weekend in July, annually.

In the year 2010, the festival will be held on July 17th thru 18th with set up taking place the 15th & 16th and tear down on the 19th. The hours of the festival on both days will be Noon until approximately 10 PM.

I would like to address a couple items that may not be clear on our map. We will have an area behind both stages that is fenced, keeping the general public out of the backstage area. Within that fenced backstage area, there will be several RV's that are used for a Festival Office, Staff meals and Artists prior to their performances. There will not be anyone sleeping in these RV's and we will try to be careful and not disturb the turf.

The second stage, located on the west side of the lake, will be located in the vicinity of the Korean War Memorial. We always try to show respect by placing the stage a good distance away from the Memorial and attempt, to the best of our ability, to route traffic around it.

We have a security team of 35 volunteers who work together over the weekend with the Rapid City Police Department to help keep order and handle any problems that arise. We also have city licensed security personnel on site over night beginning Wednesday evening until Monday morning.

Hills Alive will include food vendors, all of which have been provided SD Dept. of Health temporary food service requirement checklist and applications, and the website for the Rapid City Fire Department, to inform them of fire safety requirements. We also have merchandise vendors that have been given the SD tax forms and the Fire Prevention link as well.

08SR084

From: Johns James**Sent:** Thursday, November 20, 2008 10:06 AM**To:** Elkins Marcia; Thrash Doug; Rud Daniel; Stratton David; 'toms@bcbradio.org'**Cc:** Allender Steve; Fox Sue; Olson John**Subject:** Traffic Plan for Hills Alive

Good Morning,

On Wed, Tom Schoenstedt and I met in regards to a traffic plan for the upcoming Hills Alive Event at Memorial Park. The growth of this event has reached a level where traffic and pedestrian safety has become an issue that must be addressed. Tom and his staff are more than willing to work with the Traffic Section, and develop core group of people who will address traffic concerns. Here is what we identified as needing:

EASTSIDE

Minimum of 4 volunteers:

2 Volunteers at the 5th/New York Intersection. (All day) *These volunteers would assist with pedestrians crossing the street, but would work more at encouraging people to use the 5th Street underpass to access the parking lot. If allowed, snow fences can be erected by the event staff to funnel pedestrian traffic to the underpass.*

2 Volunteers working the over flow lots. (All day) *These volunteers would encourage people to use the bike path underpass to access the event. They would then direct traffic out of the lots at the end of the event. Traffic would be diverted to the east out of these lots.*

With the "encouragement" to use the underpass, we would hope that the event staff would make that a "friendly" walk. They will have a large TV screen, and several announcements throughout the day. They will talk about the route to use after the event.

WESTSIDE

Minimum of 4 volunteers:

One volunteer at the north Civic Center/Central Driveway. (All day) *This volunteer would be there to assist with pedestrian traffic coming over from the Central High School parking lot.*

3 Volunteers at the end of the event. *One to assist with the pedestrians, and direct traffic at the pedestrian crossing. The other two would work the southern entrance to the Civic Center lot.*

Also of note, Event Staff will work at monitoring the fire zone at the west edge of Memorial Park. There were serious violations last year. The message board, will remind people, and staff who see someone park there, will encourage them to move on. Vendors, who seemed to be the largest problem last year, will also be warned about parking in the fire lane.

The RCPD will train the volunteers who will be working this assignment. Hopefully we can have one session where officers can instruct the proper method of directing traffic. Availability of CLASS III ANSI vests (reflective) and hand held signs will need to be obtained as well. Traffic cones will also need to be obtained. If any barricade needs are identified, we should be able to obtain a few from the Street Department.

I am very pleased the event staff of Hills Alive is receptive and willing to work with us to develop and coordinate this action plan. Obviously this is a rough draft, and I am looking for input ideas. With these numbers a minimum of 8 volunteers are needed, but that is if only those 8 work all day. With breaks, scheduling etc, I am forecasting a need of 16.

Again, the Traffic Section looks forward to working with the Hills Alive Staff to address these concerns.

Lt. James Johns
RCPD Traffic Section

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