OFFICE USE ONLY:

Permit No: _____

HISTORIC FRANKLIN TENNESSEE

CITY OF FRANKLIN
EVENT PERMIT APPLICATION

Application is Due 90 ***Days Prior*** *to Scheduled Event.*
Please read application carefully and fully complete each section.
A non-refundable application fee of $100 is due at time of filing.

Note: Filing this application does not guarantee that your request will be granted.

Please check all that apply:

- ☑ street closure
- ☐ parade
- ☑ other special event
- ☐ beer served ***(separate permit required)***

Please supply the following information. For additional space, use separate sheets of paper and attach to the application.

1) **Location requested (if Temporary Street Closure only, list major roads to be closed):**

_____Aspen Grove Park _____Liberty Park _____Eastern Flank Battlefield Park
_____Fieldstone Farms _____Pinkerton Park
_____Jim Warren Park _____Harlinsdale Farm Other: COOL SPRINGS – CARTHUSPK FROM BAKERS BRIDGE TO MERIDIAN SOUTH BOUND LANE / BAKERS BRIDG

2) **Name/purpose of event:** TURKEY TROT BENEFITING GRACE WORKS MINISTRIES

3) **Date or dates of event:** THURSDAY, NOVEMBER 28, 2019 – THANKSGIVING

4) **Time of Event:** 8 AM 12 PM

5) **Time of Street Closure *(if applicable)*:** 7 AM 11 AM

Set-Up Date/Time: 6 AM ***Tear-down Date/Time:*** 10:30 AM

**Note: Two (2) hours will be added before set-up time and two hours (2) will be added after tear-down to allow time for clean-up. Event is responsible for payment of Franklin Police Officers during this time. Read* Additional Requirements *section for more information.*

6) **Name of Applicant and Organization Requesting Permit:**

GRACE WORKS MINISTRIES

a) **Address:** 104 SOUTHEAST PKWY FRANKLIN, TN 37067

b) **Phone:** 615-794-1055 c) **Cell:** 615-425-6312 d) **Fax:** _____

e) **E-mail address:** kkfgwm@gmail.com / abell@graceworksministries.or

7) **Person in charge on day of event:** KORMMO FUNIA

Cell: 615-425-6312 **E-mail address:** kkfgwm@gmail.com

HISTORIC
FRANKLIN
TENNESSEE

8) **Name and Cell Number of at least two others available on day of event:**

Name: ALICIA BELL **Cell:** 615-509-3325 **E-mail address:** abell@graceworksministries.org

Name: ERIN SAUERS **Cell:** 615-972-1606 **E-mail address:** esauers@graceworksministries.org

9) **DETAILED description of event (use additional sheets):**

5K 10K 1K RUNNING EVENT W/ START/FINISH @ PRAIRIELIFE FITNESS.

10) **ENCLOSE A** DETAILED **MAP** of event site, detailing any temporary or permanent structures, street closures, parking, etc. If applicable, list the location, blocks, streets, and/or intersections in which such event will occur. ***For large-scale events, map should be obtained from the City's GIS division.*** ✓

11) An estimated number of participants and an estimated number of attendees expected to attend during the course of the event:

3500 – 4500

12) **Please attach a list** containing the names, addresses, and phone numbers of the Chairperson of the organization and all other persons involved in the management or control of organization and/or committee. ✓

13) Is your organization based in Williamson County? Circle Yes or No

(if no, please state where:_____)

14) Is your organization authorized to do business in Tennessee? Circle Yes or No

15) Is your organization a tax-exempt organization as described by the Internal Revenue Code Section 501(c)(3) or a not-for-profit organization? Circle Yes or No. If yes, please attach copy of IRS tax exemption letter providing proof of status.

16) Will you charge an admission/participation fee (including vendors)? If yes, please specify how much per person/vendor. YES – $35-45 PER PARTICIPANT

17) Will any charity, gratuity, or offers be solicited or accepted during the event? Circle Yes or No.

18) Is this event a fundraiser? Circle Yes or No. If yes, what organization will be benefactor of event? What percentage of funds will they receive? _____

19) Will parking in the area of the event need to be restricted or prohibited? Circle Yes or No.

HISTORIC FRANKLIN TENNESSEE

20) Will any sound amplification equipment be used during the event? Circle Yes or No. If no, please skip to Question #22.

21) For what purpose will sound amplification be used (i.e. announcements, entertainment, etc.)?

START / FINISH LINE ANNOUNCEMENTS + EMERGENCIES DUE TO SEVERE / COLD WEATHER

22) What type of sound amplification will be provided (DJ, Band, etc.)? Please list all that apply.

GENERAL ANNOUNCEMENTS FROM EMCEE

23) During what time period is sound amplification requested? 8 – 945

24) If for entertainment, give details of entertainment being provided (i.e. number of musicians, type of music, amp wattage, etc.). NONE

25) Will any stages, amusement attractions, or amusement rides, including inflatables, be erected for the event? Circle Yes or No. If yes, Applicant must give specific details as to the location and type of games/activities, i.e. inflatables, Horseshoes, relay races, etc. along with the name of the company providing the stages and/or activities. **Applicant must also include a copy of that com[illegible] insurance certificate indicating coverage and listing the City of Franklin as additional insured.** ***For stages, tents, inflatables, etc. constructed on site prior to the event, that date must be included on Certificate of Insurance provided to the City of Franklin. Stages MUST be removed from site at end of event. ***Rented inflatables/interactives that are set-up and [illegible] Certificate of Insurance.

26) What, if any, vendors will be present at event? (i.e medical related, shirts, arts, etc.) **Please provide detailed list.** Use additional sheets. MEDICAL / RACE TIMING

27) Will food, beverages, or merchandise be sold or given away? Circle Yes or No. If yes, clean-up is required. Please provide name of clean-up provider, contact, and phone number of person on-site during event. See Question #28. GIVEN AWAY T-SHIRTS – GRACEWORKS

VOLUNTEERS WILL BE ON SITE / RECYCLING AS MUCH AS POSSIBLE

28) Events under 200 participants require a $250 refundable security deposit at the time of approval. For events over 200, a $1000 security deposit is required upon approval. If clean-up is not done properly, the organization requesting the permit will be fined (See Attachment A). Appl[illegible] coordinator or representative and a City of Franklin representative will conduct a Pre-Event meeting prior to event date for Pre-Event Check List Site Review. *At the end of the event, a Post-Event Check List shall be completed by the [illegible] event coordinator, or representative, and a City of Franklin representative to re-assess the site for trash and damage, and to secure with caution tape and signage (provided by event group) any tents left for removal.* Damage deposit will be refunded after a satisfactory Post Event Check List has been completed and signed off on by both the City of Franklin and organization requesting event.

HISTORIC
FRANKLIN
TENNESSEE

29) *<u>NOTE</u>: Events that include deep frying cooking oil operations are required to have a grease pit on-site and contract with a <u>grease waste hauler</u> to handle the grease waste and removal of the grease pit. A copy of this agreement shall be filed along with this application. The primary event sponsor is required to remove all cooking grease from the site immediately after the event. Illegal dumping of cooking grease will be prosecuted. *Please read Additional Requirements section of this application for more information.* N/A

30) Will you require a temporary water tap? Circle Yes or No. If yes, please list exact locations:

_____

_____

31) Will alcohol, beer, and/or wine be given away or sold? Circle Yes or No. If yes, a permit from the relevant board is required. *Please read Additional Requirements section of this application for more information.*

32) Will your event include tents or other temporary structures, propane use, or open flames? Circle yes or no. Events using tents of size 20 x 10 or larger require permitting from Franklin Fire Department. Safety measures must be provided on all tents, especially those set-up prior to the actual event. Tents should be taken down the date the event has ended. *Please read Additional Requirements section of this application for more information.*

33) Attach Good Neighbor Letter and Mailing List used. *Please read Additional Requirements section of this application for more information.* ✓

SURROUNDING AREA BUSINESSES & HOTELS

TITLE VI OF THE 1964 CIVIL RIGHTS ACT

[redacted] denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial as [redacted]

The City of Franklin does not discriminate based on race, color or national origin in federal or state sponsored programs, pursuant to Title VI of the Civil Rights Acts of 1964 (42 U.S.C. 2000d). For more information or to file a complaint against the City of Franklin under Title VI of the 1964 Civil Rights Act, contact the Title VI Coordinator:

Risk Manager
City of Franklin
109 Third Avenue South
Franklin, Tennessee 37064
615.791.3277

The City of Franklin is committed to providing reasonable access and accommodations upon request for people with disabilities. Please call the Risk Management Department at (615)791-3277 for specific requests.

HISTORIC
FRANKLIN
TENNESSEE

PLEASE READ ATTACHMENTS BEFORE SIGNING APPLICATION.

1) I/We agree to abide by all ordinances and regulations of the City of Franklin and all conditions placed upon the event by the City Administrator and the Board of Mayor and Aldermen.

2) I/We do swear or affirm that all of the information given in this application is true and complete.

3) I/We do hereby agree to assume the defense of and indemnify and save harmless the City, its aldermen, boards, commissions, officers, employees and agents, from all suits, actions, damages or claims to which the City may be subjected of any kind or nature whatsoever resulting from, caused by, arising out of or as a consequence of such event and the activities permitted in connection there with, and to submit a certificate of insurance prior to the event in an amount acceptable to the City Administrator.

4) I/We agree to provide a copy of this signed Event Application to any vendors, planners, and related parties associated with the event to ensure they are familiar with the guidelines set forth herein.

5) I/We understand that I/we assume the responsibility of the actions of any vendors, planners, and related parties for this event.

6) I/We understand that granting of Special Event Permit does not imply granting of other permit that is separately required.

7) The application for an event permit shall be filed not less than 90 days nor more than 364 days prior to the scheduled date of such event. Suggested filing is at least 180 days prior to scheduled event. Events should not be advertised or promoted until an event permit has been obtained from the City. Failure to file in a timely manner may result in denial of a permit.

8) The City reserves the right to require one or more City of Franklin police officers or other emergency personnel be present at any and all events that occur within the city limits. Please budget for this request at a rate of $30 per hour at a minimum of two (2) hours.

BY: Alin A.W. Bell, Director of Development Date: 2-14-19
(Signature and title must be officer of organization)

Approved by the Board of Mayor and Aldermen on _____, 20___.

_____
Dr. Ken Moore, Mayor

_____
Eric S. Stuckey, City Administrator

If you have questions concerning your request, please call 615-550-6606.

Return application to:

City Hall
109 Third Ave South
Franklin, TN 37065
615-791-3217
615-790-0469 (FAX)

Revised February 2014

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: MAY 20 1999

GRACEWORKS MINISTRIES INC
C/O CHERYL A KING
PO BOX 438
FRANKLIN, TN 37065-0438

Employer Identification Number:
62-1584204
DLN:
17053093815039
Contact Person:
THOMAS E O'BRIEN ID# 31187
Contact Telephone Number:
(877) 829-5500
Our Letter Dated:
August 1995
Addendum Applies:
No

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,

C. Ashley Bullard

District Director

Letter 1050 (DO/CG)

GraceWorks Board of Directors Contact List January 2019

	Position	Phone	Email	Address	Spouse	Profession
Valencia Breckenridge	CEO (Non-Voting Member)	O: 615.794.9055 x138 C: 630.699.0979	valencia@graceworksministries.net			CEO, GraceWorks
Gina Drummonds	Director	615-481-9001	**Gdrummonds@healthcaretalentpartners.com**	320 Seven Springs Way, Suite 250 Brentwood, TN 37027	Jeff	Chief Talent Officer at Healthcare Talent Partners
Tom Hailey	Vice Chairman of the Board	H: 615-376-4175 C: 615-424-3607	tomhailey@hotmail.com	1550 Lost Hollow Drive Brentwood, TN 37027	Susan	Retired IT Management (Nissan
Courtney Hatfield	Intern	C:270-317-4522	cshatfield13@gmail.com	200 Royal Oaks Blvd, H14 Franklin, TN 37067		Director of Finance
Michael Holley	Treasurer	W:615-564-5309 C: 256-483-9925	mholley@edgenet.com	3219 Gardendale Drive Franklin, TN 37064	Jenny	Director of Finance , Edgenet
Carol Lloyd	Secretary	C: 615-533-0282 W: 615-428-2758	Tlloyd123@comcast.net	1211 Chickasaw Drive Brentwood, TN 37027		Director of Nutrition Services, Sodexo @ Monroe Carell Jr Children's Hospital @ Vanderbilt
Carolyn V. Moore Gaglione	Director	C: 615-337-4100 W: 615-344-1329	carolyn.moore1@hcahealthcare.com	2007 C Lombardy Ave Nashville, TN 37215	Bill	Risk & Insurance, HCA Healthcare
Brent Oakley	Director	615-584-2822	brentalanoakley@gmail.com	2625 Paddock Park Drive Thompson Station, TN 37179		Principal, Fairview Elementary School
Sarah Pierce	Director	C:615-293-4064 W:615-344-6013	Sarah.pierce@hcahealthcare.com csmkpierce@comcast.net	1417 Vintage Circle Franklin, TN, 37064	Charles	Assistant Vice President, IT Clinical Informatics HCA
Luke Pisors	Director	H: 952-240-4537	**lpisors@yahoo.com**	611 Steamside Lane Franklin, TN 37064		Senior Vice President Operations Arby's Restaurant Group
Kevin Riggs	Director	C: 615-440-7553	kevin@franklincommunitychurch.org	200 Devrow Court Franklin, TN 37064	Misty	Pastor
Lou Ryu	Director	H: 615-812-9419 W: 615-791-3264	**Lou.Ryu@countryfinancial.com**	102 Roxy Ct		Financial Representative
Anita Stephens	Director	615-500-3112	Anita.stephens@comcast.net	1817 Grey Pointe Drive Brentwood. TN 37027		Director Internal Audit, American Health Companies
Charles Valdez	Chairman of the Board	H: 615-794-8014 W: 626-836-3600 C: 818-554-1663	charlesv@itsresources.com	5106 Heron Hill Lane Thompsons Station, TN	Shar Moss Valdez	Vice President Marketing & Development ITS Resources
Bill Wright	Director	C: 615-364-5731	**William.Wright2@HCAhealthcare.com** williamwright64@gmail.com	6607 Arno College Grove Rd College Grove, TN 37046	Donna	Senior Director, Learning Solutions HCA
Chiquita Young	Director	C:615-330-5025	legacyrcc@comcast.net	9545 Hampton Reserve Drive Brentwood, TN 37027		President/CEO Federal Solutions Inc

November 12, 2018

CONTACT: Kortland Fuqua, Race Day Morning Contact
kkfgwm@gmail.com; 615-425-6312

Hello Neighbor,

This letter is to let you know of the Turkey Trot 10K, 5K and Kids Turkey Chase Thanksgiving morning near your business. The hours your guests will principally be affected will be from 7:30 to 9:30 a.m. Nov. 22.

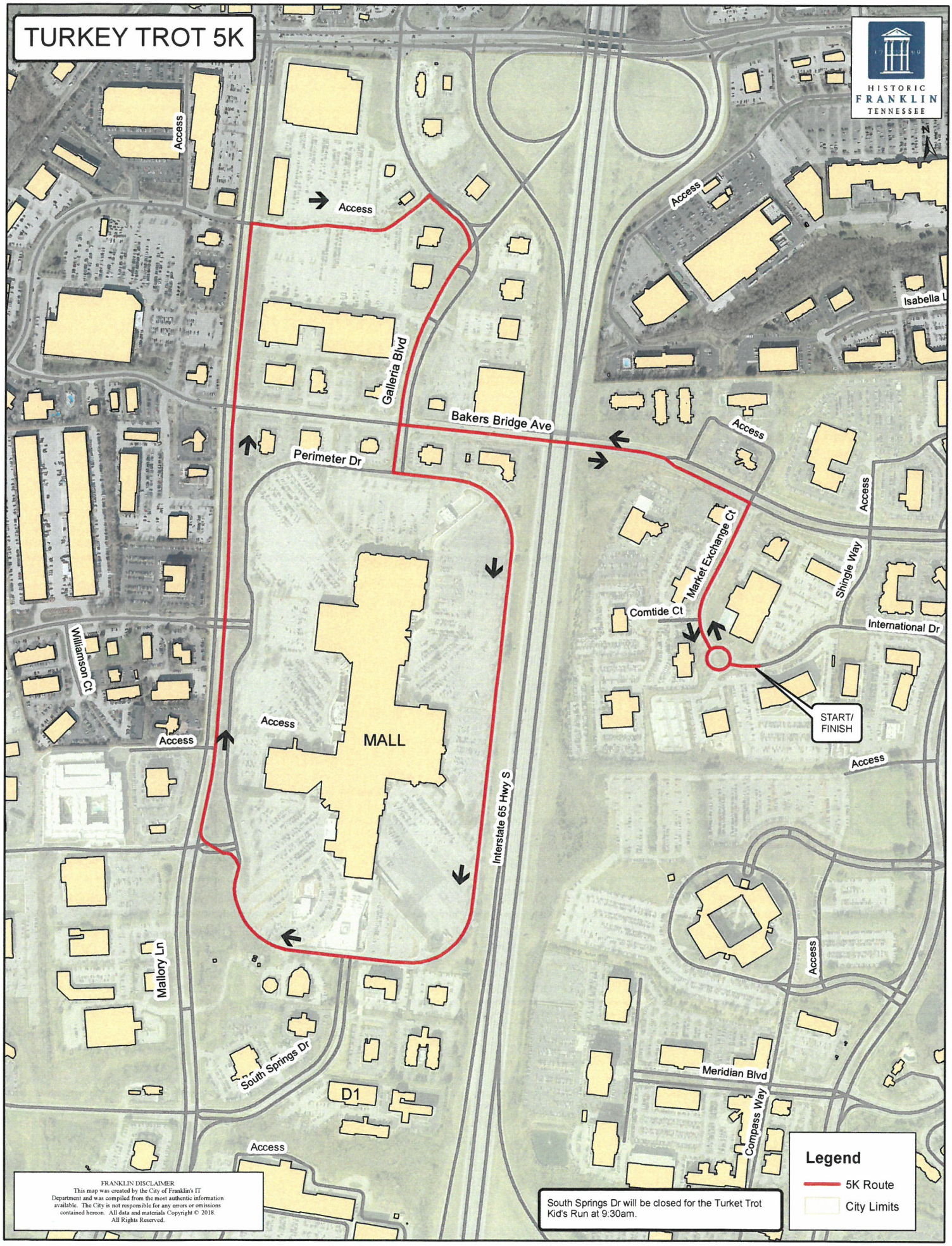
The route begins at Prairie Life Fitness at Market Exchange and will wind through Cool Springs. Franklin City Police will be on hand to direct traffic and ensure runners' safety. Officers will close certain roads periodically from 7:30 to 9:30 a.m. that day. Race participants will be instructed to park off Market Exchange and International Drive.

On Wednesday, Nov. 21, you also may see extra traffic at Prairie Life. Pre-registration will be from 3 to 6:30 p.m. that day.

The Turkey Trot benefits GraceWorks, which serves our Williamson County neighbors with more than 20 services including a food pantry, utility and rent assistance, school supplies, air conditioners and heaters, Christmas gifts, holiday food baskets, clothing and home goods, newborn supplies and educational programs on finances, family guidance and nutrition.

Kortland Fuqua
Race Day Morning Contact

TURKEY TROT 5K



South Springs Dr will be closed for the Turket Trot Kid's Run at 9:30am.

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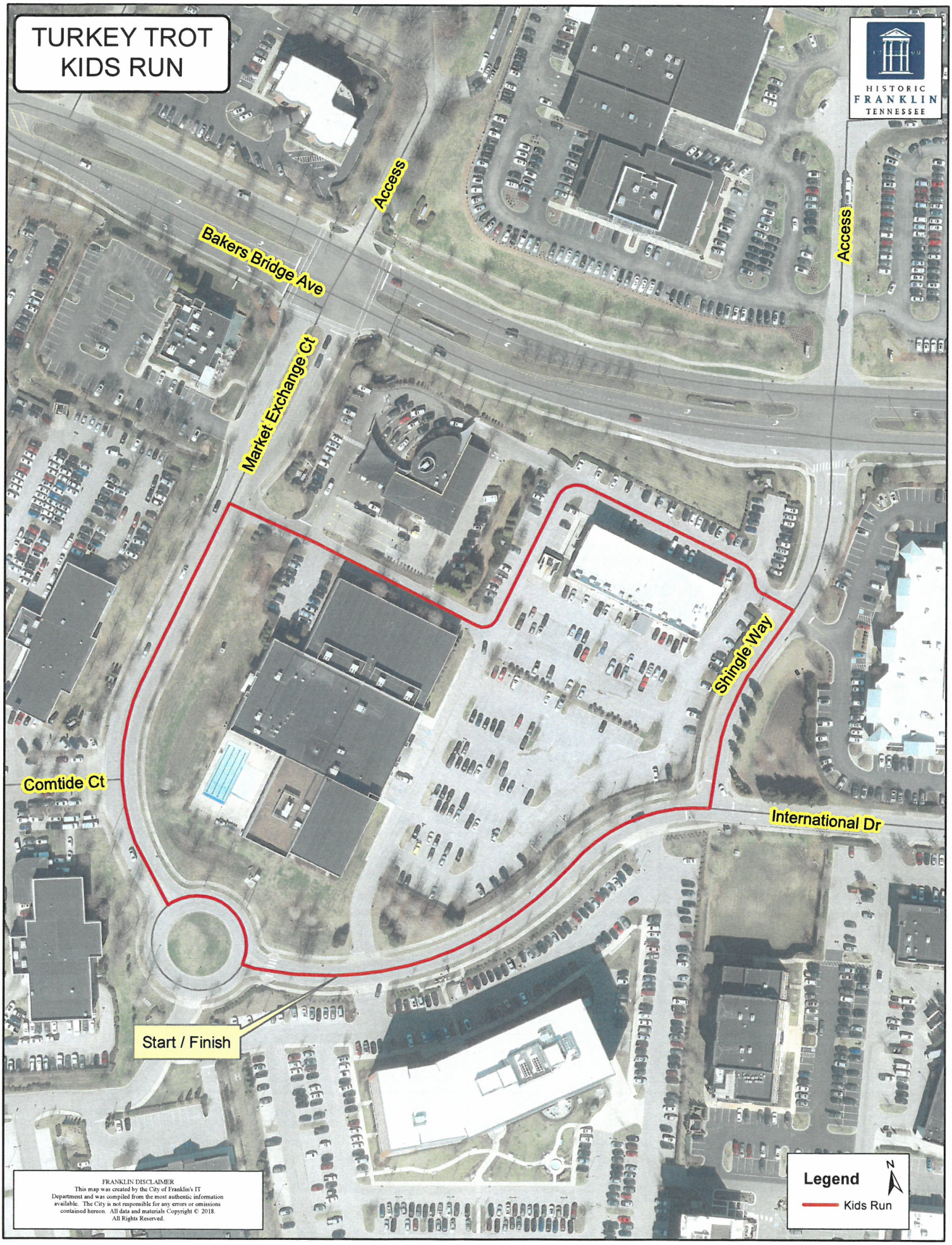

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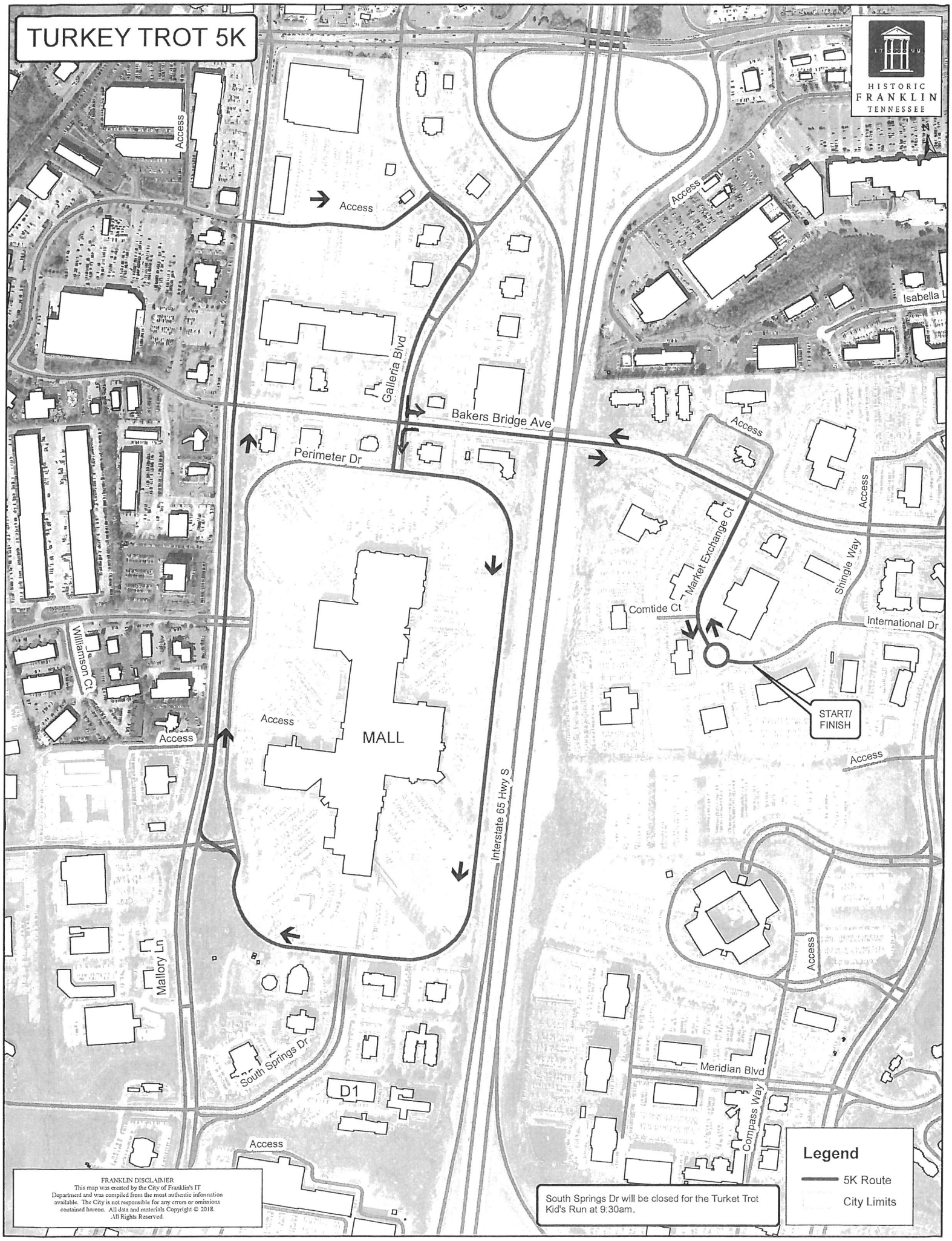
TURKEY TROT 10K

HISTORIC FRANKLIN TENNESSEE

Access
Access
Access

TURKEY TROT 5K



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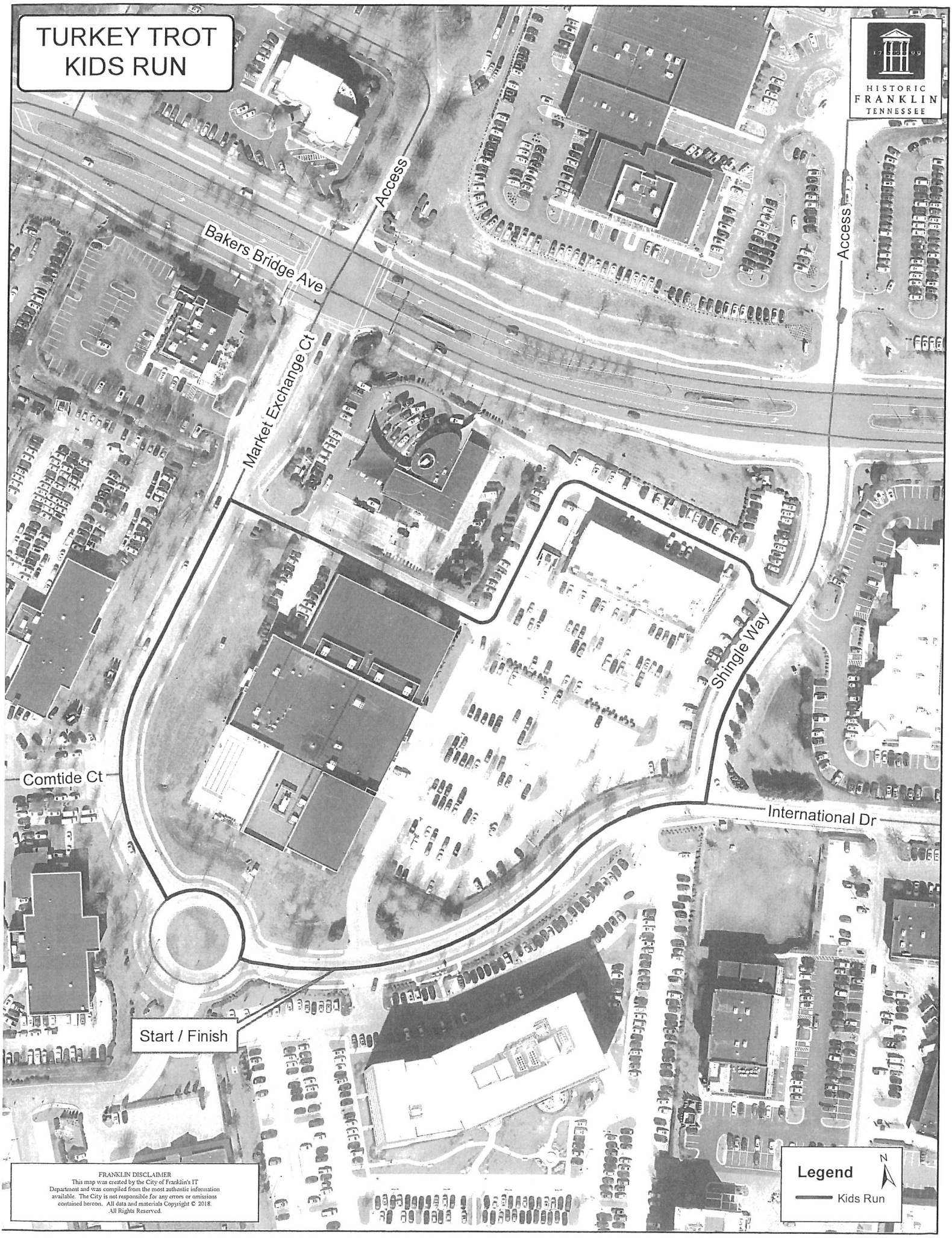
TURKEY TROT KIDS RUN



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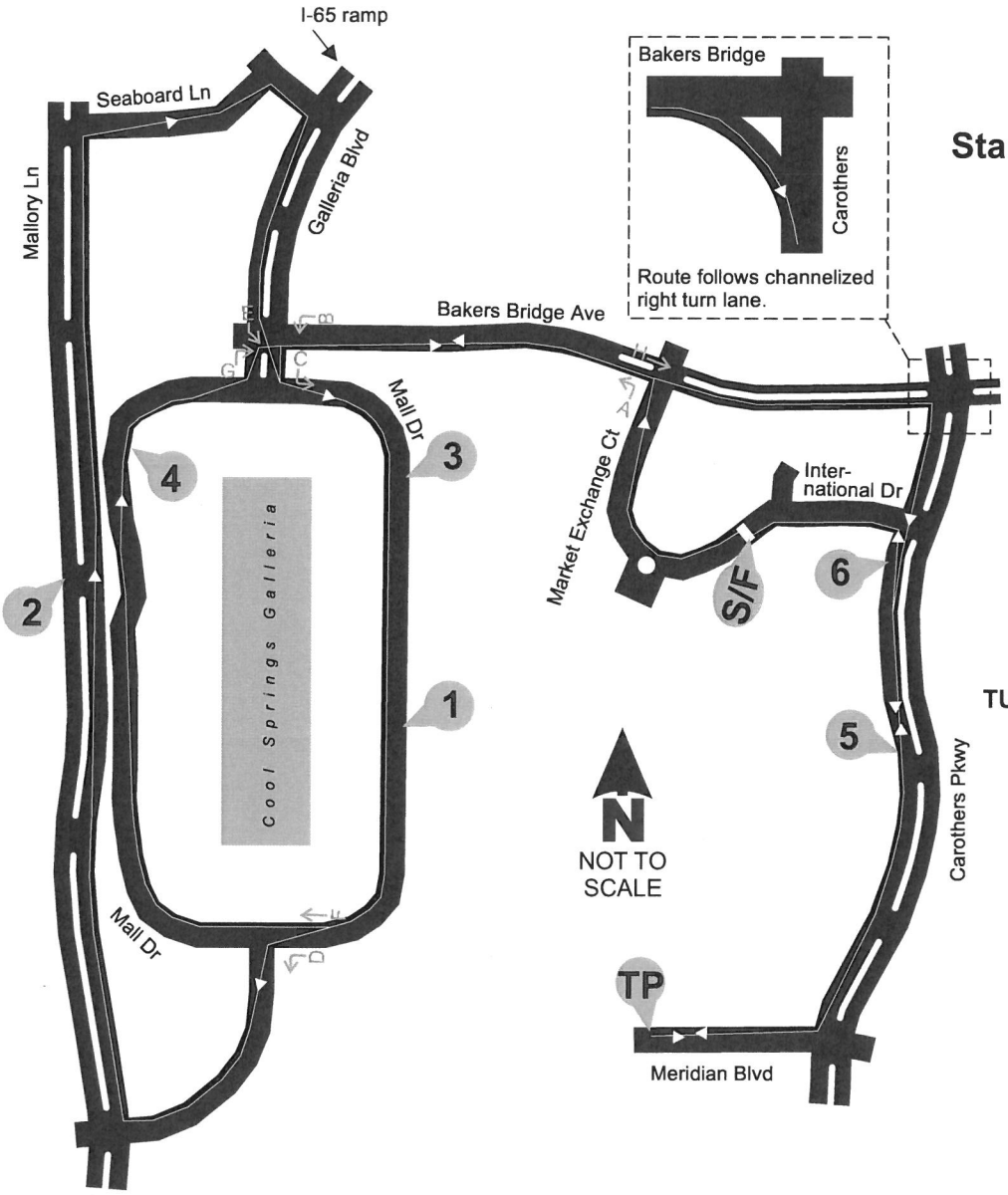
Franklin Turkey Trot benefitting GraceWorks Ministries 10K

Franklin, TN



Start/Finish/Mile Descriptions

START/ FINISH On International Dr, 79'0" east of first inlet on north side of road located west of Shingle Way.

MILE 1 On Mall Dr, 36'8" past light pole #28 on right.

MILE 2 On Mallory Ln, 68'7" past mall entrance sign on right at Crossroads Blvd.

MILE 3 On Mall Rd, 46'10" past light pole #40 on right.

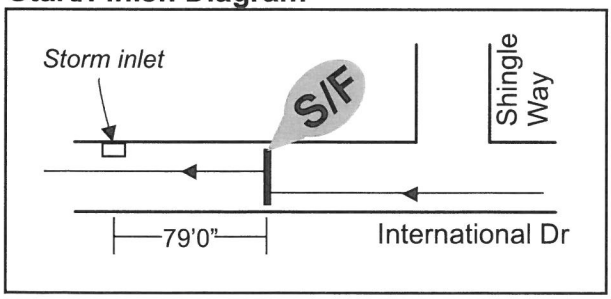
MILE 4 On Mall Rd, 80'1" before light pole #54 on right.

TURNING POINT On Carothers Pkwy, 12'5" before hydrant on right in front of 105 International Dr.

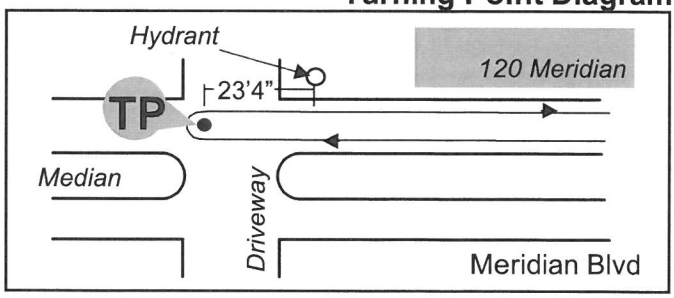
MILE 5 On Meridian Blvd, 23'4" past hydrant on right after 120 Meridian Blvd.

MILE 6 On left, on Carothers Pkwy, 10'4" before second light pole on right before International Dr.

Start/Finish Diagram



Turning Point Diagram



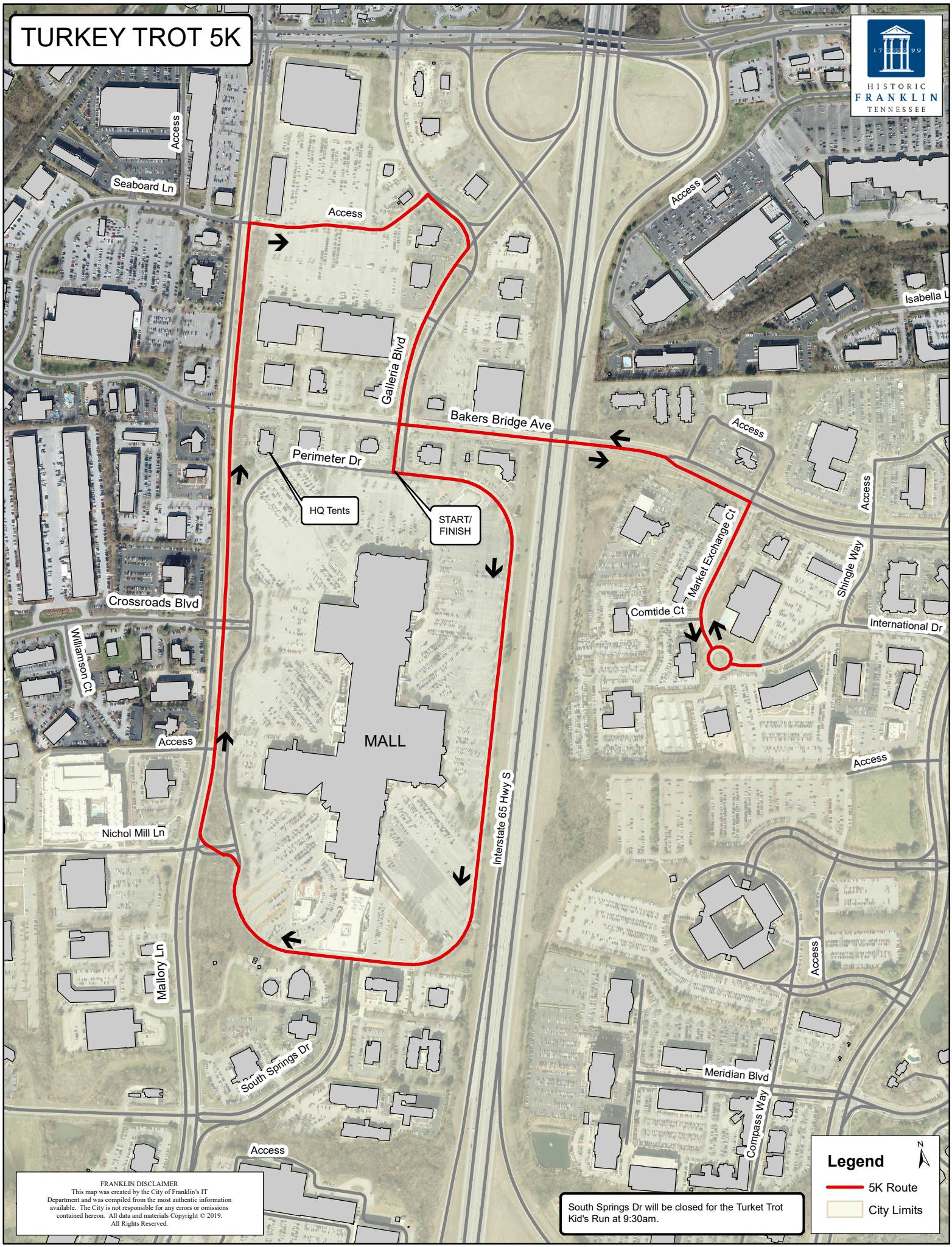
NOTES:

All points are marked with PK nails, 1' from edge of pavement on right side unless otherwise noted. All descriptions are given in direction runners travel and distances to center of objects unless otherwise noted. Runners are restricted by medians as shown; otherwise, course follows shortest path on all road segments.

Turn sequence is clarified by following turn labels alphabetically.

Measured by Jeff Hammond (615-372-1527, Hammondjeff@hotmail.com) on November 17, 2018.

TURKEY TROT 5K



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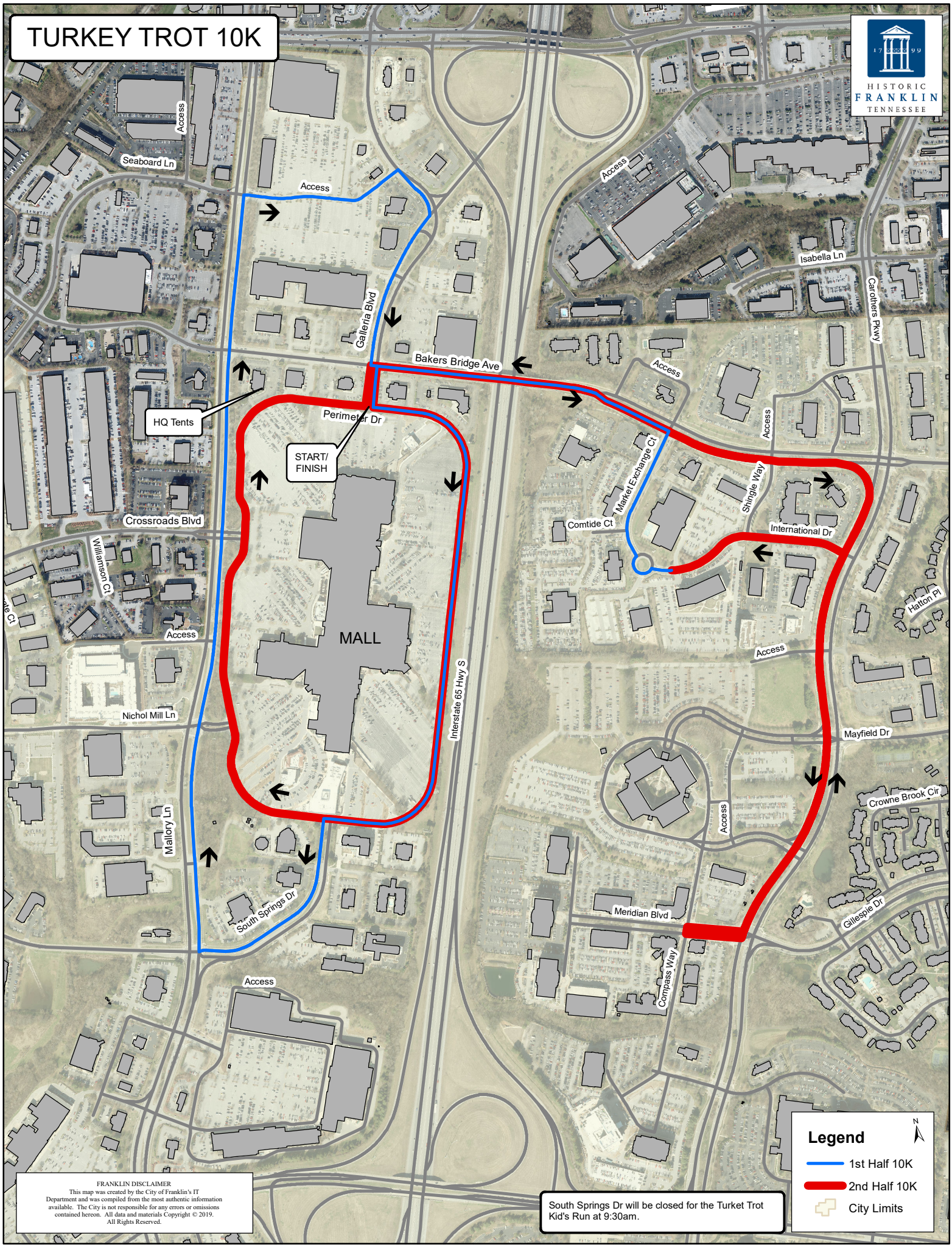
South Springs Dr will be closed for the Turket Trot Kid's Run at 9:30am.

TURKEY TROT 10K



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South Springs Dr will be closed for the Turket Trot Kid's Run at 9:30am.

TURKEY TROT KIDS RUN

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Staff Conditions:

Staff recommends approval of the event application with the following recommendations:

- Applicant will provide a $1,000 refundable damage deposit to City prior to event.
- Applicant will provide a Good Neighbor letter which will be distributed to affected neighborhoods.
- Applicant will coordinate with management of Cool Springs Galleria.
- Applicant will meet with staff at least 60 days before event to finalize routes.

- ***Risk Management:***
    - Applicant will provide a certificate of insurance naming the City as additional insured.
- ***Police Department:***
    - Applicant will hire recommended number of Franklin Police Officers to secure the route.
    - Applicant will work with Department on other logistics.
- ***Sanitation and Environmental Services Department:***
    - Applicant will provide volunteers to clean up during and after event.