



Legislation Details (With Text)

File #: 18-0590 **Version:** 1 **Name:** Raise the Roofs 2018
Type: Event Permit **Status:** Passed
File created: 6/4/2018 **In control:** Board of Mayor & Aldermen
On agenda: 7/10/2018 **Final action:** 7/10/2018
Title: Consideration of Event Permit Application for Raise the Roofs on August 18, 2018 at the Park at Harlinsdale Farm Sponsored by Friends of Franklin Parks (06/26/18 WS)
Sponsors: Lisa Clayton
Indexes:
Code sections:
Attachments: 1. Raise the Roofs 2018 REVISED APP

Date	Ver.	Action By	Action	Result
7/10/2018	1	Board of Mayor & Aldermen	approved	Pass
6/26/2018	1	Work Session	referred as a Consent Item	

DATE: June 18, 2018

TO: Board of Mayor and Aldermen

FROM: Eric Stuckey, City Administrator
Special Events Advisory Team

SUBJECT:

Consideration of Event Permit Application for Raise the Roofs on August 18, 2018 at the Park at Harlinsdale Farm Sponsored by Friends of Franklin Parks (06/26/18 WS)

Purpose

The purpose of this memorandum is to outline recommendations for the Raise the Roofs event at The Park at Harlinsdale Farm.

Background

The Friends of Franklin Parks is requesting the use of Harlinsdale Farm for their annual Raise the Roofs event on August 18, 2018. The event is an equestrian-themed event with music, food, beverages, and horse demonstrations. In the past, the event has been held inside of the Tractor Supply Arena at Harlinsdale. This year, the event will use space outside of the arena. Tickets will be sold to the event. Proceeds will go to support Friends of Franklin Parks projects. They anticipate 500 attendees.

Recommendation

Staff recommends approval with the following conditions:

- Applicant will provide a Good Neighbor letter which will be distributed to affected neighborhoods.

Risk Management:

- Applicant will provide certificate of insurance with liquor liability naming the City as additional insured.

Building & Neighborhood Services Department:

- Applicant will contact the Department to determine if Special Event Electrical Permit is needed.

Police Department:

- Applicant will hire required number of extra-duty Franklin Police Officers.

Revenue Management:

- Applicant must obtain a Beer Permit from the City's Beer Board.
- If wine is served, applicant must obtain separate permit from the Tennessee Alcohol Beverage Commission.

Parks Department:

- All coordinating regarding the event, including fees and pre-event site meetings, will be done with the Programming Division at the Parks Department.