

## Legislation Details (With Text)

**File #:** 19-0184      **Version:** 1      **Name:** Westhaven Memory Run 2019  
**Type:** Event Permit      **Status:** Passed  
**File created:** 2/12/2019      **In control:** Board of Mayor & Aldermen  
**On agenda:** 3/12/2019      **Final action:** 3/12/2019  
**Title:** Consideration of Event Permit for Westhaven 5K Memory Run benefitting the Alzheimer's Association in Westhaven on May 4, 2019. (02/26/19 WS)  
**Sponsors:** Deb Faulkner  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. Westhaven 5K 2019 REVISED APP.pdf

Date	Ver.	Action By	Action	Result
3/12/2019	1	Board of Mayor & Aldermen	approved	
2/26/2019	1	Work Session	referred as a Consent Item	

**DATE:** February 18, 2019

**TO:** Board of Mayor and Aldermen

**FROM:** Eric Stuckey, City Administrator  
Special Events Advisory Team

**SUBJECT:**  
Consideration of Event Permit for Westhaven 5K Memory Run benefitting the Alzheimer's Association in Westhaven on May 4, 2019. (02/26/19 WS)

### Purpose

The purpose of this memorandum is to outline recommendations for the 5K Memory Run in Westhaven scheduled for May 4, 2019.

### Background

The Westhaven Foundation has requested street closures for 5K Memory Run in Westhaven. This is first time event with proceeds benefitting the Alzheimer's Association. Estimated attendance is 1000.

### Recommendation

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

- Applicant has provided a \$1,000 refundable damage deposit.
- 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.
- ***Police Department:***
  - Applicant will hire the recommended number of extra-duty Franklin Police Officers to open/close streets and to provide security and traffic control.
- ***Sanitation and Environmental Services Department:***
  - Applicant will utilize volunteers to provide trash/garbage pick-up.
  - Department will provide 15-20 rollout containers and recycle bins, if needed. The containers will be delivered the day before the event.
- ***Fire/EMS***
  - Applicant will work with the Department on EMS services and inspections.