

## Legislation Details (With Text)

**File #:** 19-0322      **Version:** 1      **Name:** Derby Day Party 2019  
**Type:** Event Permit      **Status:** Passed  
**File created:** 3/26/2019      **In control:** Board of Mayor & Aldermen  
**On agenda:** 4/23/2019      **Final action:** 4/23/2019  
**Title:** Consideration of Event Permit for Derby Day Party at the Park at Harlinsdale Farm sponsored by the Downtown Franklin Rotary Club on May 4, 2019. (04/09/19 WS)  
**Sponsors:** Lisa Clayton  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. Derby Day Revised APP.pdf

| Date      | Ver. | Action By                 | Action                     | Result |
|-----------|------|---------------------------|----------------------------|--------|
| 4/23/2019 | 1    | Board of Mayor & Aldermen | approved                   | Pass   |
| 4/9/2019  | 1    | Work Session              | referred as a Consent Item |        |

**DATE:** March 26, 2019

**TO:** Board of Mayor and Aldermen

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

### **SUBJECT:**

Consideration of Event Permit for Derby Day Party at the Park at Harlinsdale Farm sponsored by the Downtown Franklin Rotary Club on May 4, 2019. (04/09/19 WS)

### **Purpose**

The purpose of this memorandum is to outline recommendations for a Derby Day event at The Park at Harlinsdale Farm.

### **Background**

The Downtown Franklin Rotary Club is requesting the use of Harlinsdale Farm for a "Derby Day" event on May 4, 2019. This is the second year for the ticketed event. Proceeds will benefit local charities. They anticipate 800 attendees.

### **Recommendation**

Staff recommends approval with the following conditions:

### ***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 extra-duty Franklin Police Officers to handle traffic control.

***Sanitation & Environmental Services:***

- Dumpsters are available for \$110 each.

***Revenue Management:***

- Applicant must obtain a Beer Permit from the City's Beer Board.
- 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.

***Fire Department/EMS***

- Applicant will contact department regarding tent requirements and to schedule inspection for tents.