



Legislation Text

File #: 17-0213, **Version:** 1

DATE: March 7, 2017

TO: Board of Mayor and Aldermen

FROM: Eric Stuckey, City Administrator
Special Events Advisory Team

SUBJECT:

Consideration of Event Permit for the Rodeo Parade sponsored by the Franklin Noon Rotary Club on May 13, 2017 in Downtown Franklin. (3/28/17 WS)

Purpose

The purpose of this memo is to outline recommendations for approval of the Franklin Noon Rotary Rodeo Parade.

Background

The Rodeo is traditionally kicked off with the Rodeo Parade. The parade begins on Highway 96 West at 12 Noon. It proceeds to Bridge Street to Third Ave; Third Ave to Main Street; Main Street to 11th Ave. Staging for the parade entries will be at Jim Warren Park and along 96W.

Recommendation

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.

Parks Department

- Applicant will work with Parks Department to determine which areas of Jim Warren Park will be available as well as other conditions for usage of the park.

Risk Management:

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

Police Department:

- Applicant will hire the recommended number of extra-duty Franklin Police Officers to secure parade route.

- Franklin Police Volunteers & Police Explorers will be used at no cost to the coordinator to augment officers.
- Officers will remain on post until end of event and assist participants in crossing 96W after the parade.

Streets Department:

- Department will post variable message boards on 96W and Hillsboro Road alerting drivers of road closures ahead
- Department will run Street Sweeper after the parade
- Department will provide barricades