



Legislation Text

File #: 17-1079, **Version:** 1

DATE: December 2, 2017

TO: Board of Mayor and Aldermen

FROM: Eric Stuckey, City Administrator
Special Events Advisory Team

SUBJECT:

Consideration of Event Permit for Main Street Brew Fest sponsored by the Downtown Franklin Association on March 17, 2018 in Downtown Franklin. (12/12/17 WS)

Purpose

The purpose of this memorandum is to outline recommendations for the Franklin Main Street Brew Fest in Downtown Franklin.

Background

The Main Street Brew Fest is an annual beer tasting event in Downtown Franklin. This is a ticketed event that includes the tasting of over 40 craft beers. The event also includes food vendors and live entertainment (no stages). The event is scheduled from 5 p.m. until 8 p.m. Attendance is expected to be 2,500. Street Closure is Main Street from 2nd Avenue to 4th Avenue; 4th Avenue from the parking garage to the alley; and 3rd Avenue from Church Street to the alley. Trolley and rideshare services will be available on-site.

Recommendation

Staff recommends approval with the following conditions:

- Applicant will provide detailed map/layout to City detailing location of tents, vendors, etc. prior to event.
- Applicant will provide a \$1,000 damage deposit to City prior to event.
- Applicant will need to work with Facilities Maintenance for use of City Hall for check-in and volunteer training.

Risk Management:

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

Police Department:

- Applicant will hire recommended number of extra-duty Franklin Police Officers to provide security.
- Officers will work until streets are re-opened to traffic.
- Applicant has requested amplification for musicians that are performing as part of the event. Pursuant to Franklin Municipal Code Section 11-403(3), these are the only locations at which amplified sound will be permitted during this event.

Revenue Management:

- Applicant must obtain a Beer Permit from the City's Beer Board
- Applicant will provide a complete list of vendors to the City prior to the event.

Streets Department:

- Applicant will meet with Department to determine best time of street closure to allow for set-up.
- Applicant or designee will stay present at event until all vendors are gone.
- Department will provide clean-up crew for after the event.

Sanitation and Environmental Services Department:

- Department will provide employees for cleanup during event.
- Applicant will supply name of grease hauler for food vendors.

Water Department

- Taps needed on hydrant at Fourth and Main and Third Ave South at City Hall

Fire Department/EMS

- Applicant will contact department to schedule inspections