



Legislation Text

File #: 18-0556, **Version:** 1

DATE: June 4, 2018

TO: Board of Mayor and Aldermen

FROM: Eric Stuckey, City Administrator
Special Events Advisory Team

SUBJECT:

Consideration of Event Permit for Bluegrass Along the Harpeth sponsored by the Williamson County Cultural Arts Commission on July 27-28, 2018 in Downtown Franklin. (6/12/18 WS)

Purpose

The purpose of this memorandum is to outline recommendations for approval of the Bluegrass Along the Harpeth Event application.

Background

Bluegrass Along the Harpeth is an annual event held in Downtown Franklin. This year's event is scheduled for July 27th - 28th. Applicant is expecting up to 6,000 attendees. The request includes the closure on **Friday** of Main Street from 2nd Avenue to 4th Avenue beginning at 5:30 p.m. and the closure of all four quadrants of the Square at 5 a.m.

Recommendation

Staff recommends the following conditions if the event is approved:

- 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.
- Applicant will provide notice of the closure of the quadrants of the Square on Friday to 231 Public Square, Capital Bank, Fifth Third Bank, and Mellow Mushroom.
- Applicant will consider Bicentennial Park as the location for the event in 2019 or consider starting the event later on Friday or on Saturday.
- ***Risk Management:***
 - Applicant will provide certificate of insurance naming the City as additional insured.
- ***Streets Department:***
 - Department will utilize electronic message boards to alert motorists of closure and will also post detour signs to direct motorists to alternate routes.
 - Department will set-up closure and provide barricades.

- Department will close requested quadrants of the Square at 5 a.m. on Friday.
- ***Police Department:***
 - Applicant will hire required number of extra-duty Franklin Police Officers each day
 - Applicant has requested amplification on stages located on the Square. Pursuant to Franklin Municipal Code Section 11-403(3), these are the only locations at which amplified sound will be permitted during this event.
- ***Building & Neighborhood Services Department:***
 - Electrical permit will be required
- ***Sanitation and Environmental Services Department:***
 - Department will work with applicant on clean-up plan for event.
- ***Water Department:***
 - Applicant requests water tap on hydrant at Third Avenue South and the Square.