



Legislation Text

File #: 20-0024, **Version:** 1

DATE: January 2, 2020

TO: Board of Mayor and Aldermen

FROM: Eric Stuckey, City Administrator
Special Events Advisory Team

SUBJECT:

Consideration Of Special Event Permit For The Pilgrimage Music And Cultural Festival At The Park At Harlinsdale Farm To Be Held September 25-27, 2020. (WS 1/14/20)

Purpose

The purpose of this memorandum is to outline recommendations for the Pilgrimage Festival at Harlinsdale Farm.

Background

Pilgrimage Foundation has requested a special event permit for the Park at Harlinsdale Farm in September 2020. This would be the sixth year for their event. Set-up would begin on September 14th; tear-down would end on October 2nd. Again, this year, the maximum number of tickets is set at 25,000 per day.

In 2019, the event made several changes in response to City staff's recommendations outlined in the 2018 After-Action Report. These changes along with other modifications were instrumental in the event going well with no major issues, as detailed in the 2019 After-Action Report.

The submitted application contained a couple of typos and one missed question. Following are the correct responses.

#4. Start/End Times of the Event: The event is scheduled to run each day from 10 a.m. - 8:30 p.m. Set-up begins on Monday, September 14th. Even though the application reads this will occur at midnight, that's not technically true. Pilgrimage reserves the Park beginning on September 14th. Actual work, i.e. deliveries, erecting of stages, tents, etc., begins at 7 a.m. or 8 a.m. (not 12 Midnight).

#18. Total estimated revenue from vendors, ticket sales, and sponsorships: \$6.5 million

#20. What percentage of funds will they receive: The benefactors will receive an estimated 2%

Recommendation

Staff recommends approval of the permit and will work through the 2019 After-Action Report with the applicant to outline specific requirements for the event.