



HISTORIC  
FRANKLIN  
TENNESSEE

ITEM #6  
BOMA  
08/28/2012

## MEMORANDUM

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August 20, 2012

**TO:** Board of Mayor and Aldermen

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

**SUBJECT:** Franklin Cowboys Homecoming Parade

### Purpose

The purpose of this memo is to outline recommendations for the Franklin Cowboys Homecoming Parade.

### Background

The Franklin Cowboys Youth Football Organization has requested street closures for their annual Homecoming Parade on September 28<sup>th</sup>. Due to the Water/Sewer project occurring on West Main Street and Fair Street, staff has worked with the applicant to map a new route which will avoid the area of the project. The new route will proceed from Jim Warren Park to 11<sup>th</sup> Avenue North, Mount Hope Street, Fifth Avenue North, North Margin, Third Avenue North, the Square, and south on Main Street. The route back to the park will be Fifth Avenue, Hwy 96W, 11<sup>th</sup> Avenue South, West Main Street, North Petway, and Culberson Blvd (map attached). The parade is scheduled to begin at 6 p.m. and the applicant expects 500 participants and over 800 attendees.

### Recommendation

- Applicant will provide a \$1,000 refundable damage deposit to City prior to event.
- Applicant will distribute a Good Neighbor letter to affected neighborhoods.

### *Parks Department*

- Applicant will meet with Parks Department prior to event to go over logistics.

### *Risk Management:*

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

### *Police Department:*

- Applicant will hire at least nineteen (19) extra-duty officers to secure the parade route and provide security and assist with traffic control.