



MEMORANDUM

December 19, 2012

TO: Board of Mayor and Aldermen

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

SUBJECT: Ride for Kids (May 19, 2013)

Purpose

The purpose of this memorandum is to outline recommendations for the Ride for Kids event on May 19, 2013.

Background

The Ride for Kids is a motorcycle event benefiting the Pediatric Brain Tumor Foundation. Organizers would like to request the use of Jim Warren Park for the event on May 19, 2013. Estimated attendance and participation is 250 motorcycles and 400 attendees. Riders gather and register at Jim Warren Park between 7 a.m. and 9:45 a.m. The ride leaves at 10 a.m. and returns around 11:15 a.m. The only portions of the ride in the City limits of Franklin are Boyd Mill Avenue; Downs Blvd; and West Main Street.

Recommendation

Staff recommends approval with the following conditions:

- Applicant will provide a \$1,000 refundable damage deposit to City prior to event.

Risk Management:

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

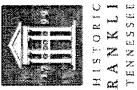
Police Department:

- Applicant will hire two (2) extra-duty officers.
- Applicant will work with the Williamson County Sheriff's Office for assistance outside the City limits.

Parks Department:

- Amplification/sound system usage between 8 a.m. and 1 p.m. Speakers must face parking lot to the north.
- Tents may be erected on Friday and must come down by the following Monday. Insurance Certificate should reflect this.
- Tents may not be "staked" in parking lot but weighted with water barrels.
- Parks staff will be onsite during the event at a cost to applicant of \$25 per hour, minimum of four hours.
- Applicant should work with the Solid Waste Department to secure a dumpster at a charge of \$85.
- All other coordinating regarding the Ride will be done with the Programming Division at the Parks Department, including a pre-event meeting onsite and any possible fees required with the event.

OFFICE USE ONLY:
Permit No. _____



**CITY OF FRANKLIN
EVENT PERMIT APPLICATION**

Application is Due 90 Days Prior to Scheduled Event.
Please read application carefully and fully complete each section.
A non-refundable application fee of \$100 is due at time of filing.

Note: Filing this application does not guarantee that your request will be granted.

- Please check street closure parade beer served (separate permit required)
all that apply: other special event other (separate permit required)

Please supply the following information. For additional space, use separate sheets of paper and attach to the application.

- 1) Location requested (if Temporary Street Closure only, list major roads to be closed):
 _____ Aspen Grove Park _____ Liberty Park _____ Eastern Flank BattleField Park
 _____ Fieldstone Farms _____ Pinkerton Park _____
 _____ Jim Warren Park _____ Harlinsdale Farm _____ Other: _____

- 2) Name/purpose of event: Ride for Kids - Transcendental Charity Event
 3) Date or dates of event: Sunday May 17, 2013
 4) Time of Event: 6:00am - 2:00pm
 5) Time of Street Closure (if applicable): 10:00am - 2:00pm with an early start returns.
 Set-Up Date/Time: 4/19 Tear-down Date/Time: N/A

*Note: Two (2) hours will be added before set-up time and two hours (2) will be added after tear-down to allow time for clean-up. Event is responsible for payment of Franklin Police Officers during this time. Read Additional Requirements section for more information.

- 6) Name of Applicant and Organization Requesting Permit:
DEBRA BIRN TRICOR FOUNDATION
 a) Address: 302 Ridgefield Ct. Asheville, NC 28806
 b) Phone: 828-685-6891 c) Cell: 828-386-0650 d) Fax: 828-685-6894
 e) E-mail address: debra@PBIFUS.ORG
 7) Person in charge on day of event: DEBRA HULLING
 Cell: 828-282-0630 E-mail address: debra@PBIFUS.ORG



HISTORIC
FRANKLIN
TENNESSEE

- 8) Name and Cell Number of at least two others available on day of event:

Name: Chris Bishop Cell: 615-417-6847 E-mail address: Chris.Bishop@franklin-tn.gov

Name: Ami Whalen Cell: 615-804-4242 E-mail address: ami@franklin-tn.gov

- 9) DETAILED description of event (use additional sheets):

Ride for Kids gathering at the Park BattleField at 7:00 and 9:00am. The ride begins at the BattleField and returns about 11:15am. There is a group of about 150 people about 400 hours that we are having the 150 riders. There are about 150 riders.

- 10) ENCLOSE A DETAILED MAP of event site, detailing any temporary or permanent structures, street closures, parking, etc. If applicable, list the location, blocks, streets, and/or intersections in which such event will occur. **For large-scale events, map should be obtained from the City's GIS division.**

- 11) An estimated number of participants and an estimated number of attendees expected to attend during the course of the event:
200-300 Riders, 100-150 Participants

- 12) Please attach a list containing the names, addresses, and phone numbers of the Chairperson of the organization and all other persons involved in the management or control of organization and/or committee.

- 13) Is your organization based in Williamson County? Circle Yes or No
 (if no, please state where: NC)

- 14) Is your organization authorized to do business in Tennessee? Circle Yes or No

- 15) Is your organization a tax-exempt organization as described by the Internal Revenue Code Section 501(c)(3) or a not-for-profit organization? Circle Yes or No. If yes, please attach copy of IRS tax exemption letter providing proof of status.

- 16) Will you charge an admission/participation fee (including vendors)? If yes, please specify how much per person/vendor. NO admission or participation of \$25 per motorcycle

- 17) Will any charity, gratuity, or offers be solicited or accepted during the event? Circle Yes or No.

- 18) Is this event a fundraiser? Circle Yes or No. If yes, what organization will be beneficiary of event? What percentage of funds will they receive? Edwards Beale House Foundation will receive 100% of the funds raised.

- 19) Will parking in the area of the event need to be restricted or prohibited? Circle Yes or No.



- 20) Will any sound amplification equipment be used during the event? Circle Yes or No. If no, please skip to Question #22.
- 21) For what purpose will sound amplification be used (i.e. announcements, entertainment, etc.)?
background music, special announcements
- 22) What type of sound amplification will be provided (DJ, Band, etc.)? Please list all that apply.
Portable PA System
- 23) During what time period is sound amplification requested? 8:00 AM - 1:00 PM
- 24) If for entertainment, give details of entertainment being provided (i.e. number of musicians, type of music, amp wattage, etc.). N/A
- 25) Will any stages, amusement attractions, or amusement rides, including inflatables, be erected for the event? Circle Yes or No. If yes, Applicant must give specific details as to the location and type of games/activities, i.e. inflatables, horseshoes, relay races, etc. along with the name of the company providing the stages and/or activities. Applicant must also include a copy of that company's insurance certificate indicating coverage and listing the City of Franklin as additional insured. ***For stages, tents, inflatables, etc. constructed on site prior to the event, that date must be included on Certificate of Insurance provided to the City of Franklin. Stages MUST be removed from site at end of event. ***Rented inflatables/interactives that are set-up and manned by applicant must be included specifically in applicant's Certificate of Insurance.
- 26) What, if any, vendors will be present at event? (i.e. medical related, shirts, arts, etc.) Please provide detailed list. Use additional sheets. N/A
- 27) Will food, beverages, or merchandise be sold or given away? Circle Yes or No. If yes, clean-up is required. Please provide name of clean-up provider, contact, and phone number of person on-site during event. See Question #28. Local Volunteers will clean up event
- 28) Events under 200 participants require a \$250 refundable security deposit at the time of approval. For events over 200, a \$1000 security deposit is required upon approval. If clean-up is not done properly, the organization requesting the permit will be fined (See Attachment A). Applicant's event coordinator or representative and a City of Franklin representative will conduct a Pre-Event meeting prior to event date for Pre-Event Check List Site Review. At the end of the event, a Post-Event Check List shall be completed by the Applicant's event coordinator, or representative, and a City of Franklin representative to re-assess the site for trash and damage, and to secure with caution tape and signage (provided by event group) any tents left for removal. Damage deposit will be refunded after a satisfactory Post-Event Check List has been completed and signed off on by both the City of Franklin and organization requesting event.



- 29) **NOTE:** Events that include deep frying cooking oil operations are required to have a grease pit on-site and contract with a grease waste hauler to handle the grease waste and removal of the grease pit. A copy of this agreement shall be filed along with this application. The primary event sponsor is required to remove all cooking grease from the site immediately after the event. Illegal dumping of cooking grease will be prosecuted. Please read Additional Requirements section of this application for more information.
- 30) Will you require a temporary water tap? Circle Yes or No. If yes, please list exact locations:

- 31) Will alcohol, beer, and/or wine be given away or sold? Circle Yes or No. If yes, a permit from the relevant board is required. Please read Additional Requirements section of this application for more information.
- 32) Will your event include tents or other temporary structures, propane use, or open flames? Circle Yes or No. Events using tents of size 20 x 10 or larger require permitting from Franklin Fire Department. Safety measures must be provided on all tents, especially those set-up prior to the actual event. Tents should be taken down the date the event has ended. Please read Additional Requirements section of this application for more information.
- 33) Attach Good Neighbor Letter and Mailing List used. Please read Additional Requirements section of this application for more information.

TITLE VI OF THE 1964 CIVIL RIGHTS ACT

"No person in the United States shall, on the ground of race, color, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."
The City of Franklin does not discriminate based on race, color or national origin in federal or state sponsored programs, pursuant to Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000c). For more information or to file a complaint against the City of Franklin under Title VI of the 1964 Civil Rights Act, contact the Title VI Coordinator:
Rodney Escobar
Risk Manager
City of Franklin
109 Third Avenue South
Franklin, Tennessee 37064
615.791.3277

The City of Franklin is committed to providing reasonable access and accommodations upon request for people with disabilities. Please call the Risk Management Department at (615)791-3277 for specific requests.



PLEASE READ ATTACHMENTS BEFORE SIGNING APPLICATION.

- 1) I/We agree to abide by all ordinances and regulations of the City of Franklin and all conditions placed upon the event by the City Administrator and the Board of Mayor and Aldermen.
- 2) I/We do swear or affirm that all of the information given in this application is true and complete.
- 3) I/We do hereby agree to assume the defense of and indemnify and save harmless the City, its aldermen, boards, commissions, officers, employees and agents, from all suits, actions, damages or claims to which the City may be subjected of any kind or nature whatsoever resulting from, caused by, arising out of or as a consequence of such event and the activities permitted in connection therewith, and to submit a certificate of insurance prior to the event in an amount acceptable to the City Administrator.
- 4) I/We agree to provide a copy of this signed Event Application to any vendors, planners, and related parties associated with the event to ensure they are familiar with the guidelines set forth herein.
- 5) I/We understand that I/we assume the responsibility of the actions of any vendors, planners, and related parties for this event.
- 6) I/We understand that granting of Special Event Permit does not imply granting of other permit that is separately required.
- 7) The application for an event permit shall be filed not less than 90 days nor more than 364 days prior to the scheduled date of such event. Suggested filing is at least 180 days prior to scheduled event. Events should not be advertised or promoted until an event permit has been obtained from the City. Failure to file in a timely manner may result in denial of a permit.
- 8) The City reserves the right to require one or more City of Franklin police officers or other emergency personnel be present at any and all events that occur within the city limits. Please budget for this request at a rate of \$30 per hour at a minimum of two (2) hours.

BY: Dr. P. R. Stuckey Date: 10/16/12

(Signature and title - must be officer of organization)

Approved by the Board of Mayor and Aldermen on _____, 20____.

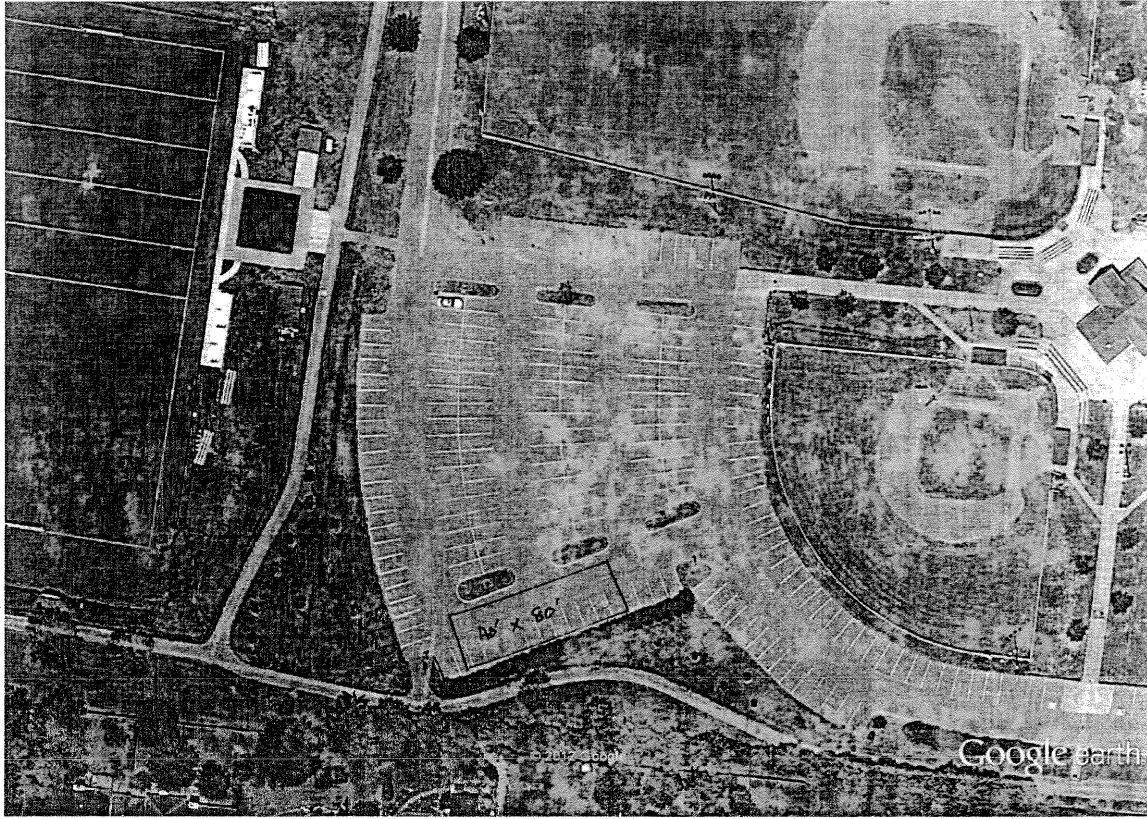
Dr. Ken Moore, Mayor

Eric S. Stuckey, City Administrator

If you have questions concerning your request, please call 615-550-6606.

 Return application to:
 City Administrator's Office
 City Hall
 109 Third Ave South
 Franklin, TN 37065
 615-791-3217
 615-790-0469 (FAX)

Revised January 2011



Google earth



SITE map





Pediatric Brain Tumor Foundation®

Supported by



Executive Officers
Deanne Taylor, President
Glen Wilcox, Vice President
Don Cohen, Secretary

Board of Directors
Neil Gowdwin
Rosemary Gallison
Tom Guilfoin
Bob Harjo
Chris Lefflin
Larry Pitts
Jack McGinnis
Teri Nelson
Wayne Tysch

**Chairman of the Board
in Memoriam**
Mike Traylor

302 Ridgefield Ct.
Asheville, NC 28806
828-665-6891
800-253-6530
pbtf@pbtf.org
pbtf.org
rideforkids.org

Our Mission:

The Pediatric Brain Tumor Foundation (PBTF) is a nonprofit charitable foundation whose purpose is to find the cause and cure of pediatric brain tumors through the support of medical research. In the process of seeking the cause and cure of childhood brain tumors, researchers are discovering new therapies that are prolonging the lives of children. Much of the technology now exists in the premier medical laboratories to find the answer to this killer disease. The problem is that scientists lack the funding to complete the long-term research needed to find both the answer to stop this disease and the therapies needed to ultimately save the lives of those already afflicted.

Our Contribution:

Brain tumors are the deadliest of all childhood cancers. Thankfully, the research dollars invested in childhood leukemia have brought that disease to a much more manageable position for the medical community. Brain tumors, however, continue to have a high fatality rate—just as leukemia did before vigilant research.

The Research:

To ensure that the research we fund is of the highest possible caliber, the foundation solicits grant requests from the nation's leading brain tumor research institutions. These applications are subject to an extensive peer review by our Scientific Advisory Board. Its recommendations are forwarded to the Board of Directors for final consideration and approval.

In 1985, a child diagnosed with a medulloblastoma had a life expectancy of five months. Today 51 percent of the children diagnosed survive beyond five years. Our goal is that all children with brain tumors live into adulthood. Long-term survival, however, requires new research, both into the long-term effects of treatments and issues about quality life. A significant amount of that investigation is being conducted with funds raised by the Ride for Kids® program.

The Ride for Kids® Story:

Ride for Kids® events are motorcycle rides that help raise funds for childhood brain tumor research. Hundreds of motorcyclists collect donations throughout the year to contribute to the cause. At each event, they gather along with volunteers, staff members, brain tumor patients, survivors and their families, researchers, and physicians for the Celebration of Life program—a huge family support meeting that vividly demonstrates the motorcycling community's caring support and the critical need for research.



Jim Warren Park, Franklin, TN (1 - 1)

Park OVERVIEW

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
401 W. PEACHTREE ST. NW
ATLANTA, GA 30345

Date: FEB 01 1995

THE PEDIATRIC BRAIN TUMOR
FOUNDATION OF THE UNITED STATES
INC.
C/O JACK L. MCGRINIS
8800KS WORSHAM & CO
6160 PEACHTREE DUNWOODY RD STE C100
ATLANTA, GA 30328

DEPARTMENT OF THE TREASURY

Employer Identification Number:
58-1966822
Case Number:
585932095
Contact Person:
LORETTA HAMILTON
Contact Telephone Number:
(404) 351-0927

Our Letter Dated:
August 27, 1992
Addendum Applies:
Yes

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

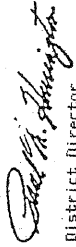
We have sent a copy of this letter to your representative as indicated in your power of attorney.

-2-

THE PEDIATRIC BRAIN TUMOR

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,



District Director

Enclosure:
Addendum

THE PEDIATRIC BRAIN TUMOR

Our records have been updated to reflect your November 14, 1994 name change from Ride For Kids Foundation, Inc. to the name in the heading of this letter.

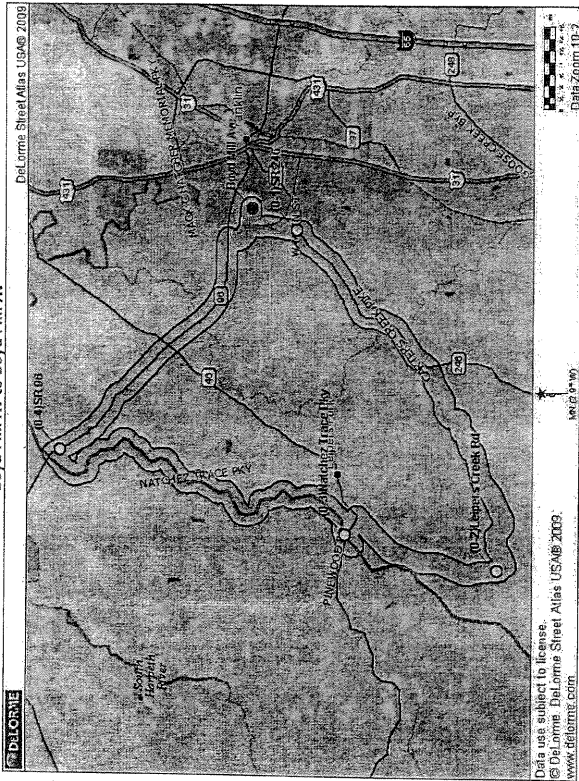
Boyd Mill Av to Boyd Mill Av



Dist	Turn	Road	Exit	Finish Time	Finish Dist
Start	Start	Boyd Mill Ave	01:01:13	31.82 mi	
in 0.38 mi	Go straight (W)	Boyd Mill Ave	01:01:13	31.82 mi	
in 1.14 mi	Turn left (S)	Horton Ln	00:59:48	31.43 mi	
in 4.21 mi	Turn right (SW)	SR 246 (Carters Creek Pike)	00:57:06	30.29 mi	
in 4.97 mi	Keep right (WSW)	Bear Creek Rd	00:50:00	26.08 mi	
in 0.19 mi	Turn right (NW)	Robinson Rd	00:38:09	21.11 mi	
in 3.52 mi	Turn right (NNE)	Leipers Creek Rd	00:37:42	20.92 mi	
in 0.67 mi	Turn left (WNW)	SR 46 (Pinewood Rd)	00:29:19	17.40 mi	
in 0.22 mi	Turn left (S)	<unnamed>	00:28:12	16.74 mi	
in 6.51 mi	Keep left (NNE)	Natchez Trace Pky	00:27:39	16.51 mi	
in 0.60 mi	Keep right (NE)	<unnamed>	00:15:08	7.99 mi	
in 6.35 mi	Turn right (SE)	SR 96 (New Highway 96 W)	00:13:43	7.40 mi	
in 1.05 mi	Turn right (SE)	Boyd Mill Ave	00:03:01	1.05 mi	
Finish	Finish	Boyd Mill Ave	00:00:00	0.00 mi	
Total Time: 01:01:13				Total Distance: 31.82 mi	

Notes: Highlighted intersections are within the city limits of Franklin. LAST YEAR Franklin PD provided officers to assist users with THESE intersections.

Boyd Mill Av to Boyd Mill Av



Data used subject to license.
© DeLorme, DeLorme Street Alias USA08 2009.
www.delorme.com

Notes:

MIDDLE TENNESSEE

Otis & Tina Bishop
1112 Ithaca St
Murreesboro, TN 37130-9515
H: (615) 367-6177
C: (615) 417-6847 (O)
C: (615) 714-8064 (T)
E: tina@bishoppplacement.com
E: otis@bishoppplacement.com

Jack & Anita Wheeler (R)
1984 Burke Hollow Rd.
Nolensville, TN 37135
H: (615) 804-9342
C: (615) 943-4327 (J)
C: (615) 804-9342 (A)
W: (615) 627-4646x306 (J)
W: (615) 627-4648x304 (A)
E: jack@mtmashville.com (J)
E: anita@mtmashville.com (A)

Mike and Catey Henning
5207 Bob Wilkes Rd.
Springfield, TN 37172
C: (615) 497-5849 (M)
C: (678) 576-9893 (C)
mikeebiker@yahoo.com (M)
mtnrider55@yahoo.com (C)



HISTORIC
FRANKLIN
TENNESSEE

MEMORANDUM

October 23, 2012

TO: Christy McCandless
Sandy Logan

FROM: Monique McCullough

SUBJECT: Event application Fees

Attached is the application fee for the following event:

- Ride for Kids 2013 to be held in Jim Warren Park (May 19, 2013)

Please credit to bank code: 121 and GL#: 110 36600 00000.

Let me know if you have any questions (ext. 6606).

Check No.	Amount
24036	\$100.00

MEMORANDUM

MEMO TO THE DIRECTOR OF THE HISTORIC FRANKLIN TENNESSEE FOUNDATION

PEDIATRIC BRAIN TUMOR FOUNDATION
OF THE UNITED STATES
1001 ELY STREET-6894
902 RIDGEFIELD CT
ASHEVILLE, NC 28806

BANK OF AMERICA
NORTH CAROLINA
66-799531

25634
6-CHECK NUMBER

DATE: Oct 18, 2012
AMOUNT: *****\$100.00

Memo: One Hundred and 00/100 Dollars

TO THE ORDER OF: City of Franklin
Attn: Parks Department
PO Box 305
Franklin, TN 37065

ATTACHED SIGNATURE

025634:0531079891:430249623