



March 18, 2014

**TO:** Board of Mayor and Aldermen

FROM: Eric Stuckey, City Administrator

Special Events Advisory Team

**SUBJECT:** Viva la Diva Event Application

#### **Purpose**

The purpose of this memo is to outline recommendations for approval of the Viva la Diva Event application.

#### **Background**

The Viva la Diva Run is an event sponsored by Fifty Forward. The event is hosted by Nissan and will begin and end at their corporate headquarters on November 15<sup>th</sup>. The event includes a 5K and 10K runs. The first run begins at 8 a.m. Estimated attendance is 1,300.

#### Recommendation

Staff recommends approval of the event application with the following recommendations:

- 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.
- Risk Management:
  - o Applicant will provide certificate of insurance naming the City as additional insured.
- Police Department:
  - o Applicant will hire fifteen Franklin Police Officers to provide traffic control.
- Building & Neighborhood Services Department:
  - Electrical permit may be required.
- Solid Waste Department:
  - O Volunteers will provide cleanup along the route and at water stations.
  - o Applicant will meet with department to determine if assistance needed at Nissan.

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 all that apply:		☐ street closure	□ parade		
		☐ other special event	□ beer served (separate permit required)		
Plea	ase supply the f	ollowing information. For additi	onal space, use separate sheets of paper and attach to the application		
1)	Location re	equested (if Temporary Str	eet Closure only, list major roads to be closed):		
	n Grove Park stone Farms	Liberty Park Pinkerton Park	Eastern Flank BattleField Park		
 Jim	/arren Park	Harlinsdale Fa	rm Other: See Attachment "A"		
2)	Name/purp	oose of event: Viva la Diva	Run		
3)	3) Date or dates of event: Saturday, November 15, 2014				
4)	4) Time of Event: 8:00am - 10:30am				
5)	5) Time of Street Closure (if applicable):				
	Set-Up Dat	e/Time: 11/15 <u>5:30am – 7:</u> 0	00a_Tear-down Date/Time: <u>11/15 11:00am - 1:00pm</u>		
			nd two hours (2) will be added after tear-down to allow time for clean-up. Event is ng this time. Read Additional Requirements section for more information.		
6)	Name of Ap	oplicant and Organization	Requesting Permit:		
	Gail Sonia on	behalf of FiftyForward			
	a) Address	: 174 Rains Ave. Nashville, TN	37203		
	b) Phone:	743-3404 (Janet Jernigan)c) Ce	ell: 397-0978 (Gail Sonia) d) Fax: 743-3480(FiftyForward)		
	e) E-mail a	ddress: gailsonia@gmail.d	com		
7)	Person in o	harge on day of event: Ga	ail Sonia		
	Cell: 397-097	78	E-mail address: gailsonia@gmail.com		



8)	Name and Cell Number of at least two others available on day of event:							
	Name: Janet Jernigan	Cell: 218-9897	E-mail address: jjernigan@					
	Name: Anna Claire Hoffman	Cell:305-6624	E-mail address: achoffman	@fiftyforward.org				
9)	DETAILED description of ex Please see attachment "B"	vent (use additional	sheets):					
10)	closures, parking, etc. If appl	icable, list the location rge-scale events, ma	g any temporary or permanent stra , blocks, streets, and/or intersec ap should be obtained from th	tions in which				
11)	An estimated number of partiduring the course of the even Estimated participants: 1000 Volu	t:	ited number of attendees expec	sted to attend				
12)		persons involved in the	es, and phone numbers of the C management or control of organ					
13)	Is your organization based in	Williamson County? C	ircle Yes or No					
	(if no, please state where: Na	shville – with services	in Williamson County – Attachn	ment "E")				
14)	Is your organization authorize	d to do business in Te	nnessee? Circle Yes or No					
15)		ganization? Circle <b>Ye</b>	scribed by the Internal Revenue or No. If yes, please attach co					
16)	Will you charge an admission much per person/vendor. Yes		cluding vendors)? If yes, please	specify how				
17)	Will any charity, gratuity, or of	fers be solicited or acc	cepted during the event? Circle	Yes or No.				
18)	Is this event a fundraiser? Circ What percentage of funds will		what organization will be benefac orward 100%	ctor of event?				



20) Will any sound amplification equipment be used during the event? Circle Yes or No. If no, please skip to Question #22.

21)	Por what purpose will sound amplification be used (i.e. announcements, entertainment, etc.)?  Announcements, Awards presentation, Entertainment – all sound will be on Nissan property.						
22)	What type of sound amplification will be provided (DJ, Band, etc.)? Please list all that apply.						
	DJ, Band, Event Emcee						
23)	During what time period is sound amplification requested? 6:30 am - 11:30am						
24)	24) If for entertainment, give details of entertainment being provided (i.e. number of musicians, type of music, amp wattage, etc.). <u>tbd</u>						
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)	Please see attachment "C" for location of tents and stage.  What, if any, vendors will be present at event? (i.e medical related, shirts, arts, etc.)  Please provide detailed list. Use additional sheets. To be determined.						
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.   Volunteers will be responsible for clean-up under the supervision of Volunteer Coordinator, Robin Johnson 615-210-4557 (mobile)						
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 ves 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. See attached.*

#### 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 Acts of 1964 (42 U.S.C. 2000d). 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.
- 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 there with, 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: Janet Jeuwya Date: 1/15/14  EXECUTIVE (DIRECTOR OF FIFTY FORWARD) (Signature and title of organization)	
Approved by the Board of Mayor and Aldermen on, 20	Return application to:
Dr. Ken Moore, Mayor	City Hall  109 Third Ave South Franklin, TN 37065 615-791-3217
Eric S. Stuckey, City Administrator	615-790-0469 (FAX)
If you have questions concerning your request, please call 615-550-6606.	* ************************************

## Viva la Diva Run – City of Franklin Race Application

#### Attachment A:

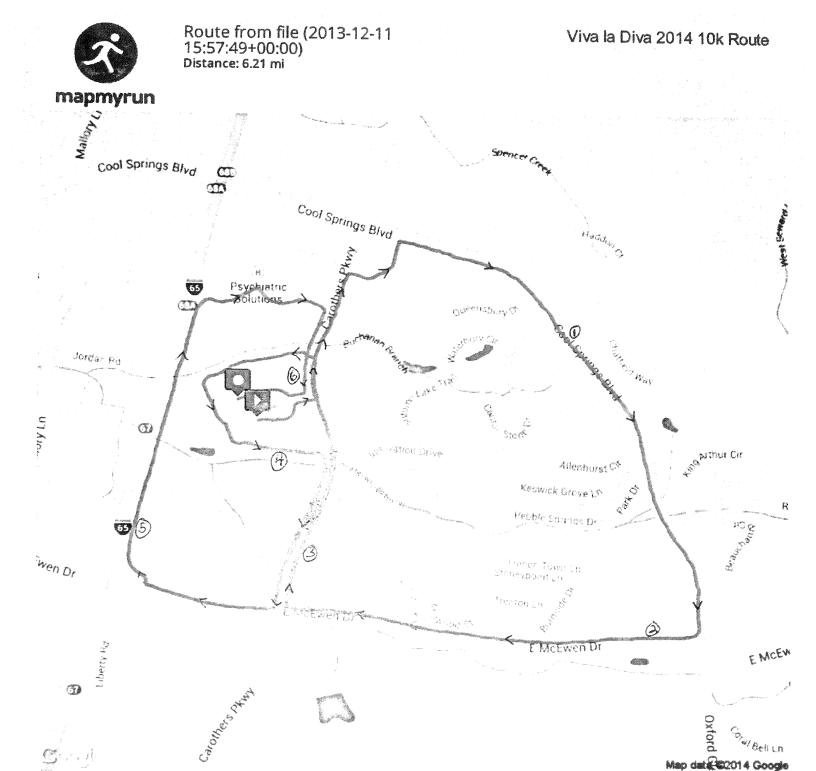
## 1.) Location Requested

## Viva la Diva 10k Route Directions – turn by turn:

- Start on Nissan Campus (existing start line) to Carothers
- Cross Carothers at light & left (north) on Carothers to Healthways entrance
- Healthways road to Cool Springs Blvd.
- Rt. (east) on Cool Springs Blvd. to McEwen
- Rt. (west) on McEwen to Carothers
- Rt. (north) on Carothers to Nissan Employee Drive (cross Carothers here)
- Follow Nissan Employee Drive around building to Carothers
- Rt. (south) on Carothers to McEwen
- Rt. (west) on Carothers to Old Liberty Pike (closed service road)
- Follow Old Liberty Pike to end at Crescent Centre Dr. (South)
- Rt. To Carothers
- Rt. (south) to Nissan entrance to finish line (existing)

#### Benefits of this route:

- This route uses the more heavily traveled residential roads (Cool Springs Blvd. & McEwen Dr.) at the beginning of the race allowing roads to open quickly.
- The majority of the 2<sup>nd</sup> half of the race is on private or closed roads and will not impact traffic.
- The Race Route moves with traffic on public roads so police and pace car may move with participants for safety.
- The use of HealthWays road allows participants to avoid the Carothers/Cool Springs intersection for safety and less impact on traffic flow.



There are no notes to display for this route.

MapMyRun • http://mapmyrun.com/routes/view/334130233

5K &1 Mile Routes Crescent Centre Dr. MILE START & FINISH Innovation Cr.

VIVA Jug DVA Viva la Diva Run – City of Franklin Event Application

#### Attachment B:

#### 9.) Detailed description of the event:

Saturday, November 15, 2014 will be the 4th annual Viva la Diva Run for Diva's and Dude's in the Cool Springs area of Franklin, Tennessee. This race is presented by FiftyForward as an event to promote and benefit health, wellness and safety programs for women and girls of all ages. It is one of five (5) events (Girls on the Run, Girls Tri it On, Femme Fondo, Susan G. Komen Race for the Cure and Viva la Diva) marketed in the Making a Move series to promote health and wellness in Middle Tennessee.

It is the intention of FiftyForward that Viva la Diva benefits the residents and businesses of Franklin and Williamson County. It is an integral part of Nissan's employee health and wellness program with a large number of employees participating as volunteers and/or race participants.

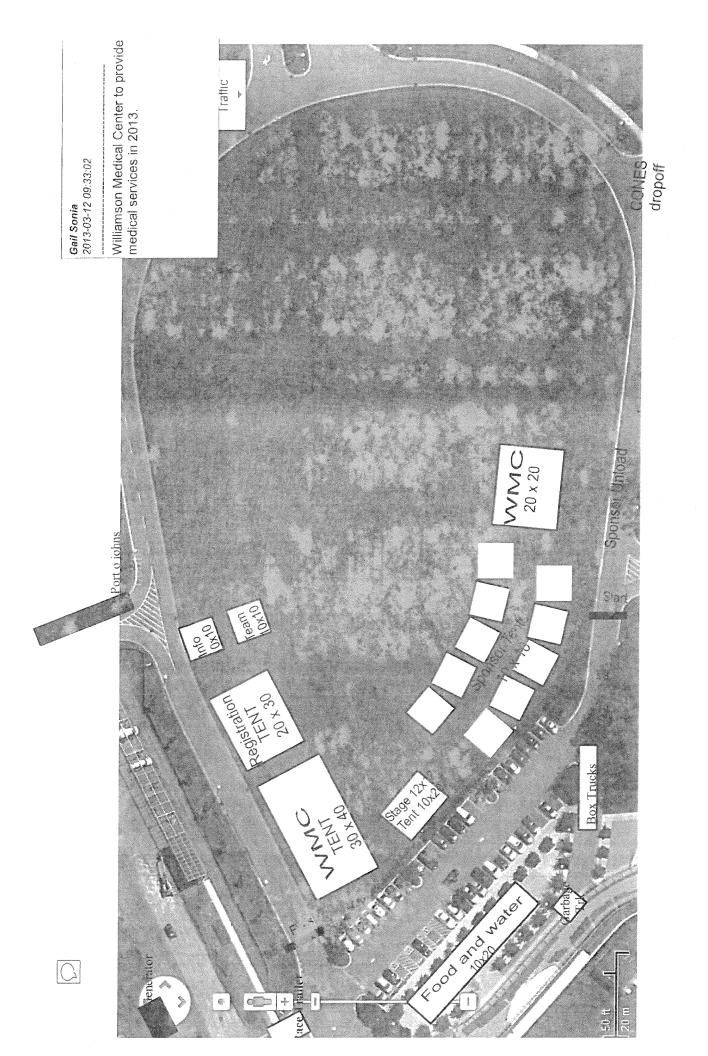
In 2013, over 750 registered participants ran/walked in the 5k or 10 mile certified courses or the 1 mile fun run. Participants, spectators, volunteers and sponsors enjoyed entertainment and appearances by local officials on the Nissan campus. Nashville Striders will again be providing race management services and Williamson Medical Center will provide medical services.

#### Proposed changes for the 2014 Viva la Diva Run:

- Eliminate the 10 mile race course
- Add a 10k race (5k race will begin at 8:00am and the 10K race will start at 9:00am)

#### 16) Participation Fees:

Event	Fee by 10/27	10/28 – 11/15	Race Day
5k	\$30.00	\$35.00	\$40.00
10k	\$35.00	\$40.00	\$45.00



#### Viva la Diva Run – City of Franklin Race Application

#### Attachment D:

## 12.) List of individuals in management/control of organization and/or committee

## **Executive Committee:**

Gail Sonia 4038 Clovercroft Rd. Franklin, TN 37067 gailsonia@gmail.com 615-397-0978 Race Director

Anna Claire Hoffman 174 Rains Ave. Nashville, TN 37203 achoffman@fiftyforward.org 615-305-6624 Assistant Race Director

Janet Jernigan 174 Rains Ave. Nashville, TN 37203 jjernigan@fiftyforward.org 615-743-3404 Executive Director, FiftyForward

Robin Johnson 174 Rains Ave. Nashville, TN 37203 rjohnson@fiftyforward.org 615-743-3424 Volunteer Coordinator

Linda Chabot 174 Rains Ave. Nashville, TN 37203 lchabot@fiftyforward.org 615-743-3412

Registration Coordinator

Race ChampionChip Timing:

Peter Pressman 4035 Trail Ridge Dr. Franklin, TN 37067 Pasta4run@aol.com 615-293-8862 President, Nashville Striders

Viva la Diva Run – City of Franklin Event Application

#### Attachment E:

#### 13.) Is your organization based in Williamson County?

FiftyForward formerly Senior Citizens, Inc. is a private, nonprofit organization with the mission of enriching the lives of adults 50+ by providing opportunities for health, well being and lifelong learning. Our corporate offices are based in Nashville, Davidson County. We own and operate two lifelong learning centers, FiftyForward Martin Center and FiftyForward College Grove, in Williamson County.

Services provided to Franklin residents include:

- In-home care management services for frail, low income, homebound older adults through our Living at Home Program. Approximately, 40 individuals benefit from these services annually.
- Social, recreational, educational, health/wellness and volunteer activities, classes and events are implemented for active older adults at the FiftyForward Martin Center and FiftyForward College Grove centers. In 2013, the two centers served more than 2,200 Williamson County and Franklin city residents. Additionally, several hundred other Williamson County residents of all ages participate in our community events. Some signature events include Martin Music and Memories at the Franklin Theatre, Martin Masters Art Show at the FiftyForward Martin Center and the Viva la Diva Race at Nissan America's Headquarters.
- FiftyForward's Retired Senior Volunteer Program (RSVP) members regularly provide volunteer service within Williamson County. FLIP (Friends Learning in Pairs) serves four of the eight elementary schools in FSSD and additionally serves seven schools within the Williamson County school system. In 2013, 268 Williamson County students received aid from the program. This intergenerational tutoring program serves students (K 4th grade) who are struggling with basic reading and arithmetic skills through weekly one-on-one guidance and mentoring during the school day. RSVP volunteers also serve with Graceworks Ministries and the Harpeth River Watershed Association, both Williamson County agencies.



## TENNESSEE DEPARTMENT OF REVENUE

## Certificate of Exemption

SENIOR CITIZENS, INC.
174 RAINS AVE
NASHVILLE TN 37203-5319

June 7, 2011

Account Type:

S&U EXEMPT

Account No.:

100149466

Under the provisions of T.C.A. Section 67-6-322, the organization named above is granted authority from the Tennessee Department of Revenue to make purchases, without payment of the Sales or Use Tax, of tangible personal property or taxable services to be used or consumed by the organization itself or to be given away.

The organization must furnish the suppliers of goods and services with a COPY of this exemption certificate. The lower portion of the certificate must be properly completed. The organization MUST retain the original certificate for copy purposes. The supplier will maintain a file copy as evidence of exemption. Later purchases do not require the submission of additional copies. Invoices must contain the name of the organization and the number given above.

This authority does not extend to purchases made by representatives of the organization when the items purchased or services rendered are paid for with personal funds. It does not extend to items purchased to be resold.

THE ORGANIZATION MUST NOTIFY THE DEPARTMENT IMMEDIATELY IF IT CEASES TO EXIST, MOVES, OR IN ANY WAY CHANGES THE ORGANIZATION FROM ITS PRESENT FORM.

EFFECTIVE DATE July 1.	2011	Richard H. Ro COMMISSIONER OF	
TO BE COMPLETED BY THE	ORGANIZATION (piease	print)	
TO: SUPPLIER'S NAME			Sent Accompany of the Contract
ADDRESS			
CITY	STATE	ZIP	dissensare dal monte encha silatino
above affirm that the purchase I further affirm that the organiz	ation will not use this auth	y will be used and consumed by the ority to purchase items for resale.	esentative of the organization named ne organization or will be given away.
PRINT NAME OF ORGANIZA	TION:		
PRINT NAME OF PURCHASE	R:		
SIGNATURE OF PURCHASE	B.		

Client#: 13902

SENICIT

ACORD...

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 06/21/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER		CONTACT Lisa Hostettler				
The Crichton Group		PHONE (A/C, No, Ext): 615 687-2827	FAX (A/C, No): 615-	383-4628		
3011 Armory Drive Suite 250 Nashville, TN 37204		E-MAIL ADDRESS: Lhostettler@cbjw.net				
		INSURER(S) AFFORDING COV	ERAGE	NAIC#		
		INSURER A: Hanover Insurance Compan	22292 A			
INSURED	the group group and grown and group	INSURER B: Accident Fund Ins. Co of An	neric	10166 A		
Senior Citizens, Inc. DBA FiftyForward		INSURER C :				
174 Rains Avenu	•	INSURER D :				
Nashville, TN 37	203-3319	INSURER E :				
		INSURER FI				
COVERAGES	CERTIFICATE NUMBER:	PEVISION N	IIIMBED.			

						1 (m 1 (m) (m) (m) (m) (m) (m)	
	HIS IS TO CERTIFY THAT THE POLICIES						
	NDICATED, NOTWITHSTANDING ANY RE						
	ERTIFICATE MAY BE ISSUED OR MAY P						ALL THE TERMS,
Ε	XCLUSIONS AND CONDITIONS OF SUCH	POLICIES	S. LIMITS SHOWN MAY HAVE BEE	N REDUCED	BY PAID CLAI	MS.	
INSF	TYPE OF INSURANCE	ADDL SUBR		POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMIT	S
Α	GENERAL LIABILITY	X	ZZ5959993201	07/01/2013	07/01/2014	EACH OCCURRENCE	s1,000,000
	X COMMERCIAL GENERAL LIABILITY	g . Managaman				DAMAGE TO RENTED PREMISES (Ea occurrence)	s 100,000
	CLAIMS-MADE X OCCUR	***************************************				MED EXP (Any one person)	s5,000
		100				PERSONAL & ADV INJURY	s1,000,000
						GENERAL AGGREGATE	s3,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					PRODUCTS - COMP/OP AGG	s3.000.000

disservous		X POLICY PRO- X LOC		*in the state of t			\$
-	Α	AUTOMOBILE LIABILITY	AZ5954344801	07/01/2013	07/01/2014	COMBINED SINGLE LIMIT (Ea accident)	s1,000,000
NAMES OF STREET		X ANY AUTO	77777	to-acceptance of the control of the	erodus de la calacteria	BODILY INJURY (Per person)	5
Memory		ALL OWNED SCHEDULED AUTOS	Photos ediport	At Automore	The distributions on a second	BODILY INJURY (Per accident)	5
introduce		X HIRED AUTOS X NON-OWNED AUTOS	A REPORT OF THE PROPERTY OF TH	ni i i anno anno anno anno anno anno ann		PROPERTY DAMAGE (Per accident)	\$
Name of Street		X Hired PhysDmg	500/1000 Deds.				\$
Name of Street	Α	UMBRELLA LIAB X OCCUR	UH5959993101	07/01/2013	07/01/2014	EACH OCCURRENCE	s4,000,000

s4,000,000 DED X RETENTION SO WORKERS COMPENSATION AND EMPLOYERS' LIABILITY 04/24/2013 04/24/2014 X WC STATU-WCV6043777 ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? s500,000 E.L. EACH ACCIDENT N N/A (Mandatory in NH) E.L. DISEASE - EA EMPLOYEE \$500,000 If yes, describe under DESCRIPTION OF OPERATIONS below E.L. DISEASE - POLICY LIMIT | \$500,000 **Profes Liability** ZZ5959993201 07/01/2013 07/01/2014 \$1Mil Occur/\$3Mil Aggr

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Certificate Holder is Additional Insur	ed with respect	s to General Lial	bility coverage as	regards to Specia
Event 11/16/2013-Viva la Diva 5K & 1	0 Mile Run & 1 I	Aile.		

ZZ5959993201

CERTIFICATE HOLDER	CANCELLATION

CLAIMS-MADE

City of Franklin City Admin. Office 109 Third Ave., South Franklin, TN 37064

EXCESS LIAB

Property

Α

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AGGREGATE

07/01/2013 07/01/2014 SpcFrm; RC; \$1000.Ded

AUTHORIZED REPRESENTATIVE

© 1988-2010 ACORD CORPORATION. All rights reserved.



November 6, 2014

Dear Resident;

The 4<sup>th</sup> Annual Viva la Diva Run will take place on <u>Saturday</u>, <u>November 15, 2014</u> from approximately 8:00am – 10:30am. Viva la Diva is an event to benefit FiftyForward programs that support the health, wellness and safety of women, men, girls and boys of all ages.

A 5k race will start at 8:00am and a 10k race at 9:00am at the Nissan Headquarters on Carothers Parkway. Participants may run or walk one or both races. Portions of Cool Springs Boulevard, McEwen Drive, and Carothers Parkway will experience temporary lane closures under the direction of course monitors and the Franklin Police Department. If your road is impacted, it should be only for a short period of time, and we have taken every precaution to keep any traffic issues to a minimum. All roads will be open by 10:30am.

Impact to Cool Springs Blvd. (between Carothers & McEwen Dr.)
Runners will be using one lane from approximately 9:05 – 9:25am

Impact to McEwen Dr. (between Cool Springs Blvd. & Carothers)
Runners will be using one lane from approximately 9:10 – 9:40am)

We apologize for any inconvenience, and we sincerely appreciate your cooperation and support of this event. We hope you will join us by participating in Viva la Diva as a runner, walker or volunteer.

If you have any questions or concerns, please visit the Viva la Diva website at: <a href="https://www.vivaladivarun.org">www.vivaladivarun.org</a> for event information and a detailed map of the race routes with anticipated road closure times.

Sincerely,

Gail Sonia, Race Manager 4038 Clovercroft Rd. Franklin, TN 37067 615-397-0978 City Administrator's Office City Hall 109 Third Ave. South Franklin, TN 37065 615-791-3217



## Viva la Diva Run - City of Franklin Race Application

#### Good Neighbor Letter Contact List 2014

- Businesses along Carothers (Quail Hollow to Cool Springs Boulevard)
- Business along Carothers (Liberty Pike to Quail Hollow)
- Businesses along Cool Springs Blvd. (Carothers to McEwen)
- Neighborhoods on Cool Springs Boulevard:
  - o Carronbridge Subdivision
  - o The Enclave of Carronbridge
  - o Ashton Park
  - o Avalon
- Neighborhoods on McEwen Dr.
  - o The Venue of Cool Springs

Neighborhood Associations of the above have been very helpful in getting the word out about Viva la Diva by sending out email notification to residents along with our Good Neighbor letter.

Lane closure signs are posted along the route approximately 7 days prior to race day.