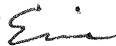




MEMORANDUM

January 19, 2011

TO: Board of Mayor & Aldermen

FROM: Eric Stuckey, City Administrator 
Special Events Advisory Team

SUBJECT: Ride for Kids – May 14, 2011

Purpose

The purpose of this memo is to outline recommendations for the Ride for Kids event on May 14, 2011.

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 14, 2011. Estimated attendance and participation is 200 motorcycles and 350 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:

Risk Management:

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

Police Department:

- Applicant will hire two (2) extra-duty officers from 9:30-11:30. The officers will post at Downs/Boyd Mill and Downs/West Main to stop traffic prior to the arrival of the motorcade.
- Applicant will work with the Williamson County Sheriff's Office for assistance outside the City limits.

Parks Department:

- 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: _____

received
11-22-2010



**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 * *SEE ATTACHED.* parade
 other special event beer served (*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 Other: _____
_____ Fieldstone Farms _____ Pinkerton Park
 Jim Warren Park _____ Winstead Hill Park

2) Name/purpose of event: Ride for Kids - Motorcycle Charity Event.

3) Date or dates of event: Sunday May 15th 2011

4) Time of Event: 6:00 AM to 2:00 PM, in the Park.

5) Time of Street Closure (if applicable): 10:00 AM as ride starts & 11:15 AM as it returns.

Set-Up Date/Time: n/a 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:

Pediatric Brain Tumor Foundation.

a) Address: 302 Ridgefield Court Asheville, NC. 28806

b) Phone: 828-665-6841 c) Cell: 828-280-6630 d) Fax: 828-665-6844

e) E-mail address: SHARKEY@PBTFS.ORG.

7) Person in charge on day of event: JERRY HARVEY

Cell: 828-280-6630 E-mail address: SHARKEY@PBTFS.ORG.



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

Name: OTIS Bishop Cell: 615-917-6847 E-mail address: otis@bishopplacement.com

Name: DAVID HEDGECOCK Cell: 615-598-6359 E-mail address: ROADRUNNER1800@Comcast.net

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

Riders gather and register at Jim Warren park between 7:00 am and 9:45 am. The ride leaves at 10:00 am and returns about 11:15 am. There is a program that lasts about one hour then we go on leaders and the local volunteers pick up & clean up before leaving. See attachments

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 motorcycles - 300 to 350 people

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. minimum donation of \$35 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 benefactor of event? What percentage of funds will they receive? Podiatric Brian Turner Foundation.

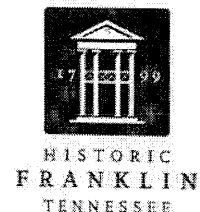
They receive 100% of the funds raised.

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



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- 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.)?
ANNOUNCEMENTS and program after the Rides Return.
- 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:am - 1:00pm.
- 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. None.
- 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. The local volunteers will clean up and dispose of any trash.
- 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 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.



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**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 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: *Donald W. Tate - CFO/Sec* Date: 11/3/10
 (Signature and title – must be officer of organization)

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

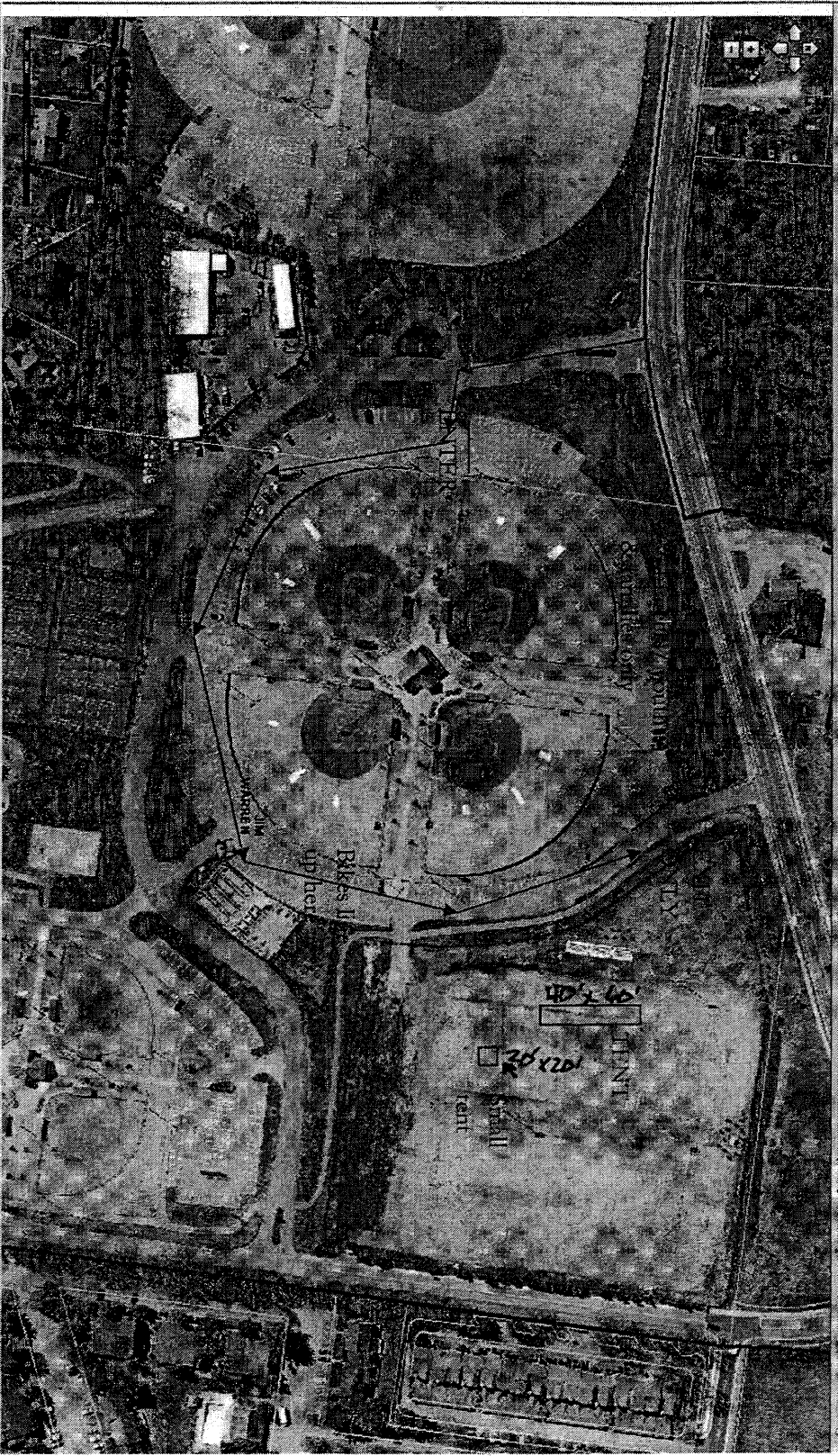
Dr. Ken Moore, Mayor

 Eric S. Stuckey, City Administrator

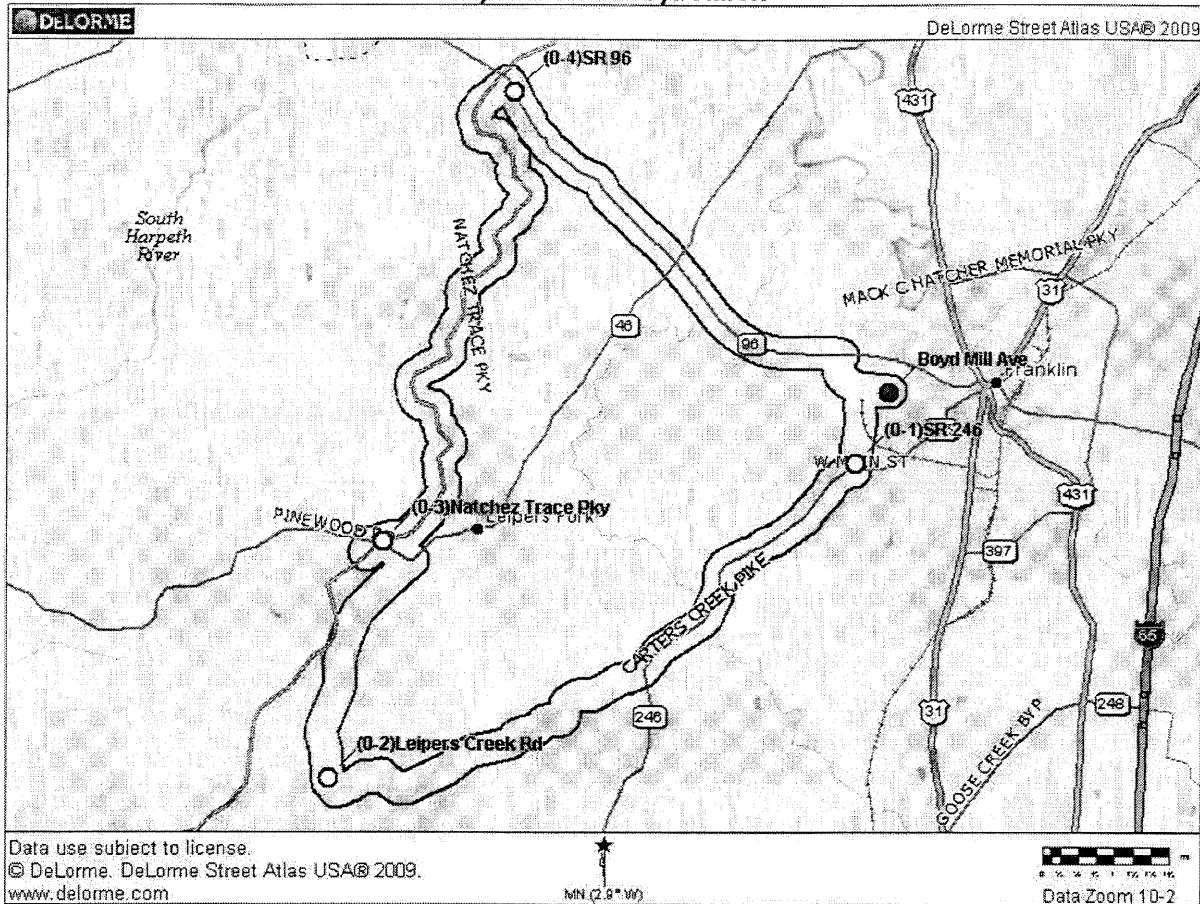
If you have questions concerning your request, please call 615-550-6606.

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

Parks Mapping Application



Boyd Mill Av to Boyd Mill Av



Notes:



Boyd Mill Av to Boyd Mill Av

Dist	Turn		Road	Exit	Finish Time	Finish Dist
⊙	Start	at	Boyd Mill Ave		01:01:13	31.82 mi
	Go straight (W)	on	Boyd Mill Ave		01:01:13	31.82 mi
in 0.38 mi	Turn left (S)	on to	Horton Ln		00:59:48	31.43 mi
in 1.14 mi	Turn right (SW)	on to	SR 246 (Carters Creek Pike)		00:57:06	30.29 mi
in 4.21 mi	Keep right (WSW)	on to	Bear Creek Rd		00:50:00	26.08 mi
in 4.97 mi	Turn right (NW)	on to	Robinson Rd		00:38:09	21.11 mi
in 0.19 mi	Turn right (NNE)	on to	Leipers Creek Rd		00:37:42	20.92 mi
in 3.52 mi	Turn left (WNW)	on to	SR 46 (Pinewood Rd)		00:29:19	17.40 mi
in 0.67 mi	Turn left (S)	on to	<unnamed>		00:28:12	16.74 mi
in 0.23 mi	Keep left (NNE)	on to	Natchez Trace Pky		00:27:39	16.51 mi
in 8.51 mi	Keep right (NE)	on to	<unnamed>		00:15:08	7.99 mi
in 0.60 mi	Turn right (SE)	on to	SR 96 (New Highway 96 W)		00:13:43	7.40 mi
in 6.35 mi	Turn right (SE)	on to	Boyd Mill Ave		00:03:01	1.05 mi
⊙ in 1.05 mi	Finish	at	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.

Middle TN Volunteer task force leaders

Otis & Tina Bishop

1112 Ithaca St.
Murfreesboro, TN 37130-9515
H: (615) 367-6177
C: (615) 417-6847 (O)
C: (615) 714-8064 (T)
E: tinajakesbishop@gmail.com
E: otis@bishopplacement.com

David & Diane Hutcheson

386 Davids Way
La Vergne, TN 37086
C: (615) 598-0359 (David)
C: (615) 596-0128 (Diane)
E: roadrunner1800@comcast.net

Jerry & Sharon Hamilton (R)

1702 S. Bonham Ct.
Old Hickory, TN 37138
H: (615) 754-7558
C: (615) 714-7558
E: kg4cmu@comcast.net

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@mtrnashville.com (J)
E: anita@mtrnashville.com (A)

About the Ride for Kids® Program

Since starting with one event in 1984, the Ride for Kids® program has grown into a national enterprise that has raised well over \$55 million dollars for the Pediatric Brain Tumor Foundation. It all began when Mike Traynor, a newspaper executive and motorcyclist from Atlanta, Ga., had a friend whose child was diagnosed with a brain tumor. As Mike and his wife, Dianne, learned more about the devastating effects of this terrible disease, they resolved to help find its cause and cure by raising funds for research.

The first Ride for Kids® event was an immediate success. As the program's popularity grew, it expanded to Chicago in 1989. The Traynors formed the Pediatric Brain Tumor Foundation in 1991, the same year that the American Honda Motor Company generously agreed to serve as the presenting sponsor of the national Ride for Kids® program through the Honda Rider's Club of America, along with our other national sponsors, Cycle World Magazine, and Geico Insurance.

A highlight of the ride for participants is the opportunity to hear from young brain tumor patients and their families, many of whom ride in the event themselves. During the Celebration of Life program at the conclusion of each ride, these young Ride for Kids® "stars" tell their stories and thank the motorcyclists, fundraisers and volunteers for making a difference in their lives.

Thanks to the generous support of the entire motorcycling community, progress is being made in the search for the cause and cure of pediatric brain tumors, which is the deadliest form of childhood cancer. Today, the Pediatric Brain Tumor Foundation is the largest nongovernmental source of funding for pediatric brain tumor research in the world. For more information about the Pediatric Brain Tumor Foundation or the Ride for Kids® program, please call 828-665-6891 or go to pbtfus.org.

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
401 W. PEACHTREE ST. NW
ATLANTA, GA 30365

DEPARTMENT OF THE TREASURY

Date: FEB 01 1996

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

Employer Identification Number:
58-1966922
Case Number:
585332095
Contact Person:
LORETTA HAMILTON
Contact Telephone Number:
(404) 331-0927

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.

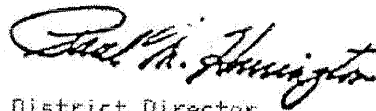
We have sent a copy of this letter to your representative as indicated in your power of attorney.

Letter 1050 (00/06)

THE PEDIATRIC BRAIN TUMOR

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

Sincerely yours,

A handwritten signature in cursive script, appearing to read "Paul H. Huntington".

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.