

January 17, 2012

**TO:** Board of Mayor and Aldermen

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

**SUBJECT:** Ride for Kids – May 20, 2012

**Purpose**

The purpose of this memo is to outline recommendations for the Ride for Kids event on May 20, 2012.

**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 20, 2012. 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.
- Applicant will work with the Williamson County Sheriff's Office for assistance outside the City limits.

***Parks Department:***

- Amplification/sound system usage after 7 a.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.
- Handicap port-o-lets (at least two near the "Family Tent") may be set on Friday and must be removed on the following Monday.
- Parks will provide trash cans for this event. Organization may use parks dumpsters on site.
- 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.