

**RESOLUTION 23-198**

**A RESOLUTION TO APPROVE A SPECIAL EVENT PERMIT FOR THE GREY GHOST  
5K, 10K, and FUN RUN**

**WHEREAS**, Title 16, Chapter 3, of the Spring Hill Municipal Code requires a permit for special events held in the city; and

**WHEREAS**, Rod Holliman with Rotary Club of Spring Hill and Thompson Station sponsoring the Grey Ghost 5k, 10k, and Fun Run, has made application to the Spring Hill Board of Mayor and Alderman; and

**WHEREAS**, the event will require a street closure at Oaklawn Manson, Denning Lane; and

**WHEREAS**, all requirements in Title 16, Chapter 3 of Spring Hill Municipal Code have been met; and

**NOW, THEREFORE BE IT RESOLVED**, that the City of Spring Hill Board of Mayor and Aldermen, that the special event request is approved and staff is authorized to issue a permit for the Grey Ghost 5k, 10k, and Fun Run to be held on October 21 from 7AM to 12PM.

**Passed and Adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 2<sup>nd</sup> day of October, 2023.**

  
\_\_\_\_\_  
Jim Hagaman, Mayor

ATTEST:

  
\_\_\_\_\_  
April Goad, City Recorder

LEGAL FORM APPROVED:

  
\_\_\_\_\_  
Patrick Carter, City Attorney

## Special Event Permit Application

### Special Event Permit

The Special Event Permit can be completed online and used to apply for events in locations where people gather. Some events may require a permit from other organizations, and regulation is based on the type of event, the setting, and the potential risk to the participants and the surrounding community. All text and information submitted in this form may be used to promote the event if open to the public.

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| Enter the name of organization applying for Special Event Permit                                    | Rotary Club of Spring Hill and Thompsons Station   |
| Enter the name of the special event.  | 2023 Grey Ghost 5k/10k   |
| Event type  | Road Race, 5K-10K  |
| Other, please describe  | <i>Field not completed.</i>  |
| Does your event have an expressive message covered by the First Amendment that you wish to protect? | Yes  |
| Event website   | <a href="https://greyghost.itsyourrace.com">https://greyghost.itsyourrace.com</a>  |
| Description of Event  | 5k/10k/1k/.5k Fun Run to Benefit Spring Hill area Elementary school Physical Education Programs and to promote healthy life style. <a href="https://www.facebook.com/rotaryshts">https://www.facebook.com/rotaryshts</a><br><a href="https://www.facebook.com/greyghost5kand10K/">https://www.facebook.com/greyghost5kand10K/</a><br><a href="https://greyghost.itsyourrace.com/">https://greyghost.itsyourrace.com/</a> |
| Open to the public?   | Yes  |
| Estimated attendance  | 800-1200   |
| Admission fee   | Free Admission \$35/Adult runner \$10/Student runner   |
| Event sponsors  | Honest 1 Auto Care Spring Hill, UAW, Williamson County Medical Center other to be added soon please see picture of last years sponsor list.  |
| Is this a recurring event?  | Yes  |
| (Section Break)   |  |

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| <b>Date and Time</b>  |  |
| Please indicate below the time you will begin setting up temporary assets for the event; the start/end of the event; and the take-down of temporary assets.       |  |
| Set up  | 10/21/2023 4:00 AM   |
| Start time  | 10/21/2023 7:00 AM   |
| End time  | 8/21/2023 12:00 PM   |
| Take down   | 8/21/2023 11:00 AM   |
| (Section Break)   |  |
| <b>Applicant Contact Info</b>   |  |
| Please provide primary contact information for your organization. If there is a different primary contact on the day of the event, please enter it below as well. |  |
| Primary Contact First Name  | Rodney   |
| Primary Contact Last Name   | Holliman   |
| Address1  | 4875 PORT ROYAL RD   |
| City  | SPRING HILL  |
| State   | TN   |
| Zip   | 37174-2799   |
| Phone   | 6154409247   |
| Email address   | <a href="mailto:rod@honest1springhill.com">rod@honest1springhill.com</a> |
| Type of organization  | Non-profit   |
| Secondary Person first name   | Sharon   |
| Secondary person last name  | Adhami   |
| Phone   | 6155542842   |
| Email   | <a href="mailto:sadamiod@gmail.com">sadamiod@gmail.com</a>               |
| Day of Contact information  | No   |
| (Section Break)   |  |
| <b>Food &amp; Vendors</b>   |  |

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| Will food or beverages be sold or given away?  | Yes  |
| Will alcohol be served at the event?   | No   |
| Will you provide potable water?  | Yes  |
| (Section Break)  |  |
| <b>Facilities &amp; Equipment</b>  |  |
| Will the event have tents or canopies?   | Yes  |
| Will there be amplified sound?   | Yes  |
| Will you be using generators?  | Yes  |
| Describe your trash and/or recycling services to be provided at the event.   | We utilize disposable trash bins, the club members collect trash and we take it to the convenience/collection center   |
| Describe the portable restroom set-up at your event, to include the total number and number of ADA compliant restrooms.      | We rent portables from Jay Bird, 6 standard and 1 ADA approved unti  |
| Will you be providing hand washing stations at your event?   | No   |
| Please describe your clean-up plan. Include clean-up times and contact information for the person in charge during clean-up. | Our club begins clean up as soon as the race's are completed and awards presented. In Past years we start cleanup by 12:00 PM and are done ready for the site manager to inspect by 2:00PM |
| Are you requesting water taps?   | No   |
| Will you be requesting electrical hookups?   | No   |
| (Section Break)  |  |
| <b>Safety &amp; Security</b>   |  |
| Will you be providing private security?  | No   |
| Are you specifically requesting police resources for this event?   | Yes  |
| Will private medical be provided?  | Yes  |
| Will your event have propane/gas on site?  | No   |
| (Section Break)  |  |
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| <b>Traffic Control</b>  |  |
| Will the event require roads to be closed (temporary, partial, or full)?  | Yes  |
| Will there be reserved or blocked parking?  | Yes  |
| (Section Break)   |  |
| <b>City Services Requested</b>  |  |
| What City services will you be requesting?  | Barricades and/or Cones  |
|   | <i>Field not completed.</i>  |
| (Section Break)   |  |
| <b>Location</b>   |  |
| Event Location  | Oak Lawn Mansion 3331 Denning Lane, Race is run on Denning Lane to the Dairy and back. see attached maps |
| Spring Hill Map   | <a href="#">Spring Hill Map</a>  |
| Locate the event on a map   |  |
| Search for an address or click on the map to specify the location. If the event (eg., marathon, race) covers a large area, identify where most activities would occur, such as the start/finish area. |  |
| Event Site Map  | <a href="#">Grey Ghost map.pdf</a>   |
| (Section Break)   |  |
| <b>Application Submission</b>   |  |
| Additional documents  | <a href="#">GG 2023 Poster-1.jpg</a>   |
| Terms and Conditions/Hold Harmless Clause   |  |

- I / we agree to abide by all ordinances and regulations of the City of Spring Hill and all conditions placed upon the event by the City Administrator and Board of Mayor and Aldermen.
- 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 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 pursuant to City requirements.
- I/we agree to provide a copy of this signed Special Event Permit application to any vendors, planners, and related parties for this event.
- I/we understand that I/we assume the responsibility for the actions of any vendors, planners, and related parties for this event.
- I/we understand that granting a Special Event Permit does not imply granting of another permit that is separately required.
- The application for a Special Event Permit shall be filed not less than 90 days prior to the scheduled date of such event. Events shall not be advertised

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| until a Special Event Permit has been obtained from the City. Failure to file in a timely manner may result in the denial of a Special Event Permit. |                 |
| First name   | Rodney          |
| Last name  | Holliman        |
| Signature  | Rodney Holliman |
| Date   | 8/22/2023       |

Email not displaying correctly? [View it in your browser.](#)