

RESOLUTION 19-174

**RESOLUTION TO APPROVE A SPECIAL EVENTS PERMIT FOR
SPRING HILL HOT AIR BALLOON SPOOKTACULAR**

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

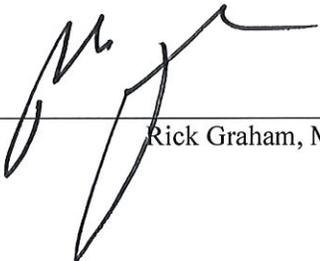
WHEREAS, Logan Bedford with Middle Tennessee Hot Air Adventures, representing the Spring Hill Hot Air Balloon Spooktacular, has made application to the Spring Hill Board of Mayor and Aldermen; and

WHEREAS, the event will not require a street closure; and

WHEREAS, all requirements in Title 16, Chapter 3 of the Spring Hill Municipal Code have been met.

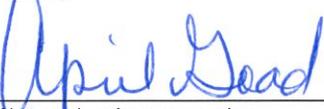
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF SPRING HILL, TENNESSEE, that the Special Event Request is approved and staff is authorized to issue a permit for Spring Hill Hot Air Balloon Spooktacular to be held on Saturday, October 26, 2019 at Tennessee Children's Home, 804 Branham Hughes Circle, Spring Hill, TN.

Passed and adopted this 16th day of September, 2019.



Rick Graham, Mayor

ATTEST:



April Goad, City Recorder

LEGAL FORM APPROVED:



Patrick Carter, City Attorney



CITY OF SPRING HILL SPECIAL EVENT APPLICATION

PERMIT # _____

Application Date: 7/22/2019

Event Date: 10/26/19

Street Closure Required: Yes / (No)

IF yes, Street Closure Permit must be attached.

FEES REQUIRED:

Permit Review Fee: \$20.00

Deposit/Bond Required - Determined by City Administrator:
Amount: \$ _____

EVENT DETAILS:

NAME OF EVENT: Spring Hill Hot Air Balloon Spooktacular

Applicant/Organization: Logan Bedford - Middle Tennessee Hot Air Adventures

* Organization shall provide Certificate of Insurance, no less than \$250,000. Copy Attached:

** Provide copy of business license. Copy Attached: _____

Representative Name & Contact Information: PH# 615-584-6236 EMAIL springhillspooktacular@gmail.com

3850 Talley Moore Rd Columbia TN 38401
(Street) (City) (State) (Zip)

Event Location: Tennessee Children's Home

Time event will begin: 3:00 pm Time event will end: 7:00 pm

Time & place event will: assemble 10:00 AM Disassemble: 9:00 PM

Upon signing this application, the applicants shall 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 special event and the activities permitted in connection therewith.

Logan Bedford
Print Name of Event Applicant

[Signature]
Signature

Notes/Instructions	
<u>Jerry W. Hord, Fire Chief, Dan B...</u>	
CITY ADMINISTRATOR APPROVAL	<u>9/17/19</u> DATE
PERMIT ISSUED	DATE

CITY OF SPRING HILL, TN
199 TOWN CENTER PKWY
SPRING HILL, TN 37174

DATE : 7/29/2019 2:01 PM
OPER : RB
TKBY : RB
TERM : 2
REC# : R00648380

110-36300 SALE OF PROPERTY 20.00
SPRING HILL HOT AIR BALLOON SPOOKTABULAR

GF CC FEE GENERAL FUND CC FEE 0.40
GF CC FEE 0.40

Paid By:SPRING HILL HOT AIR BALLOON SPOO
VISA-110-GEN 20.40AUTH:004340

APPLIED 20.40
TENDERED 20.40

CHANGE 0.00

Cardmember acknowledges receipt of goods
and/or services in the amount of the
total shown hereon and agrees to perform
the obligations set forth by the
cardmember's agreement with the user.

X_____

*****1874
Entry Mode: CHIP
CVM: PIN VERIFIED

EMV Details:
AID: A0000000041010
TVR: 0400048000
IAD:
02106010032200000000000000000000FF
TSI: E800
ARC: 00



CERTIFICATE OF INSURANCE

DATE TYPED: 08/20/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES LISTED BELOW.

INSURED: Middle Tennessee Hot Air Adventures, LLC

3850 Taley Moore Road
Columbia, TN 38401

INSURANCE COMPANY AFFORDING COVERAGE

ALLIANZ GLOBAL RISKS US INSURANCE COMPANY

THIS IS TO CERTIFY THAT POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOT WITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS, AND CONDITIONS OF SUCH POLICIES.

TYPE OF INSURANCE: AIRCRAFT LIABILITY

TYPE OF FLIGHTS INSURED: Full Commercial

CERTIFICATE NUMBER: RPSALZ1901455

EFFECTIVE FROM: 08/18/2019

TO EXPIRATION DATE: 08/18/2020

LIABILITY LIMITS:

COVERAGE A: SINGLE LIMIT BODILY INJURY AND PROPERTY DAMAGE LIABILITY:	\$1,000,000	Each Occurrence
INCLUDING PASSENGERS WITH PASSENGER and CREW MEMBER LIABILITY LIMITED TO:	\$100,000	Each Passengers/Crew Members
and SUBJECT TO:	\$1,000,000	Each Occurrence for all Passengers/Crew Members
COVERAGE B: MEDICAL EXPENSE – INCLUDING CREW MEMBERS	\$5,000	Each Person
COVERAGE C: HOST LIQUOR LIABILITY	\$1,000,000	Each Occurrence & Annual Aggregate
COVERAGE D: PERSONAL and ADVERTISING INJURY	\$1,000,000	Any One Offense & In The Annual Aggregate
COVERAGE E: BALLOON PREMISES LIABILITY	\$100,000	Each person
N NUMBERS: 544WH 2590P		

NAMED PILOTS:
LOGAN BEDFORD
HENRY BEDFORD

REMARKS: FOR TETHER OR FLIGHT OPERATION

UNNAMED PILOTS ARE COVERED WHILE FLYING DESCRIBED BALLOONS, UNLESS THEY ARE CARRYING PAID RIDES. ONLY NAMED PILOTS ARE COVERED FOR PAID RIDES. THE POLICY COVERS, AMONG OTHER THINGS, PARTICIPATION IN ORGANIZED BALLOON RACES. IF THE ABOVE POLICY IS CANCELLED BEFORE EXPIRATION OR EVENT DATE, THE COMPANY WILL MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED BELOW.

CERTIFICATE HOLDER:

Matt Lynch
Authorized Representative

Spring Hill Hot Air Balloon Spooktacular
Emergency Action Plan

Date: 10/26/2019

Location: Tennessee Children's Home
804 Branham Hughes Circle
Spring Hill, TN

Attendance Estimated to be: 3,000-4,000 Attendees

Important Contact Information:

Life threatening emergencies including fire should be reported by calling 911

Non-Emergency Police and Fire Dispatch: 931-486-3269 or 931-486-3270

In addition

Event Emergency Manager:

Logan Bedford

615-584-6236

Co Manager:

Tina Lu Bedford

213-590-8982

All working managers of the event will be equipped with radio communications to share information during event.

The purpose of this plan is to:

- To ensure the safety of employees, clients, attendees, contractors, vendors and others at risk in the event of an emergency.
- To maintain high service levels by minimizing disruptions of the event.

Possible Hazard that could be encountered during the event:

- Severe weather
- Fire
- Medical Emergency

We will address each of these concerns:

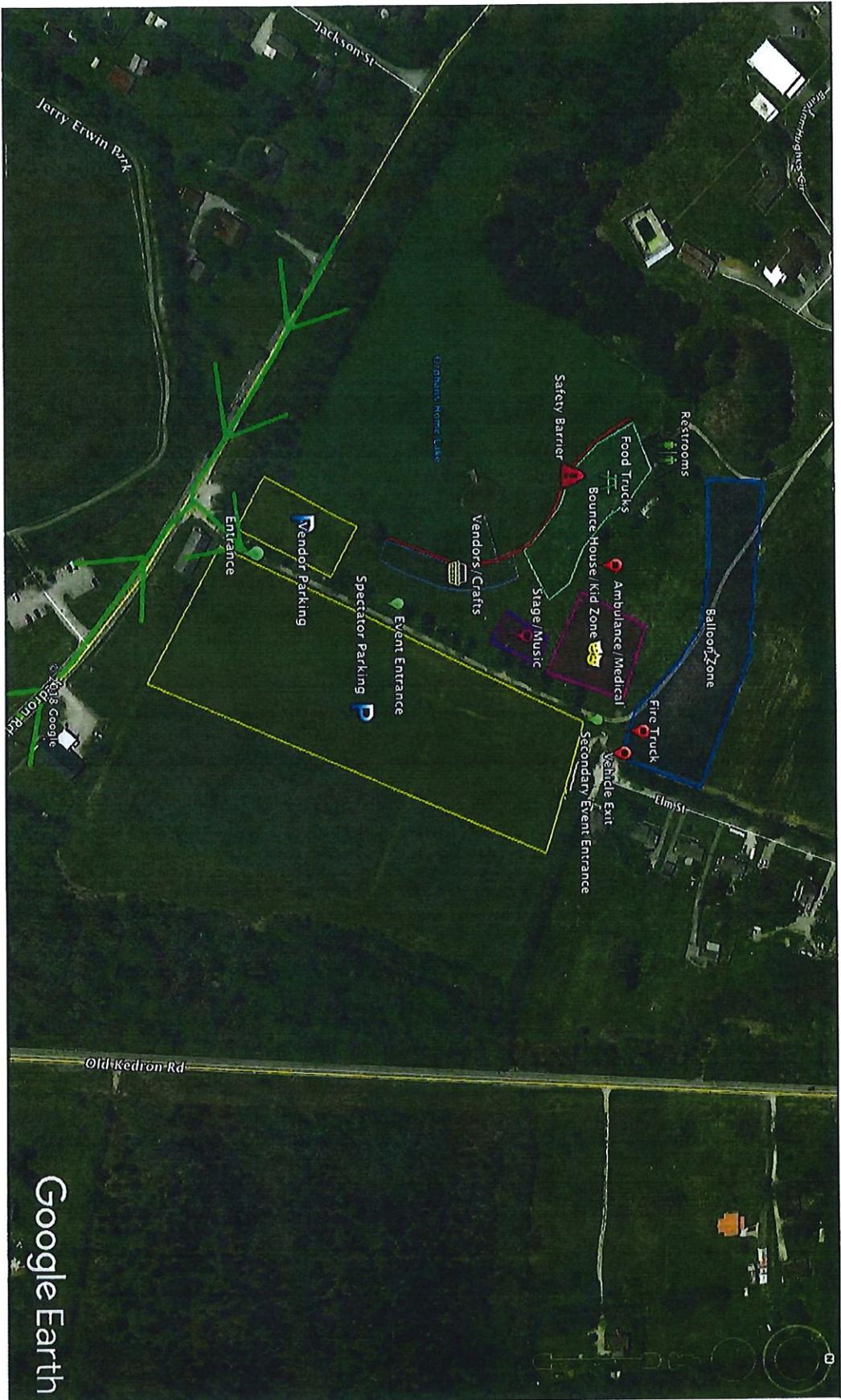
- Severe Weather –

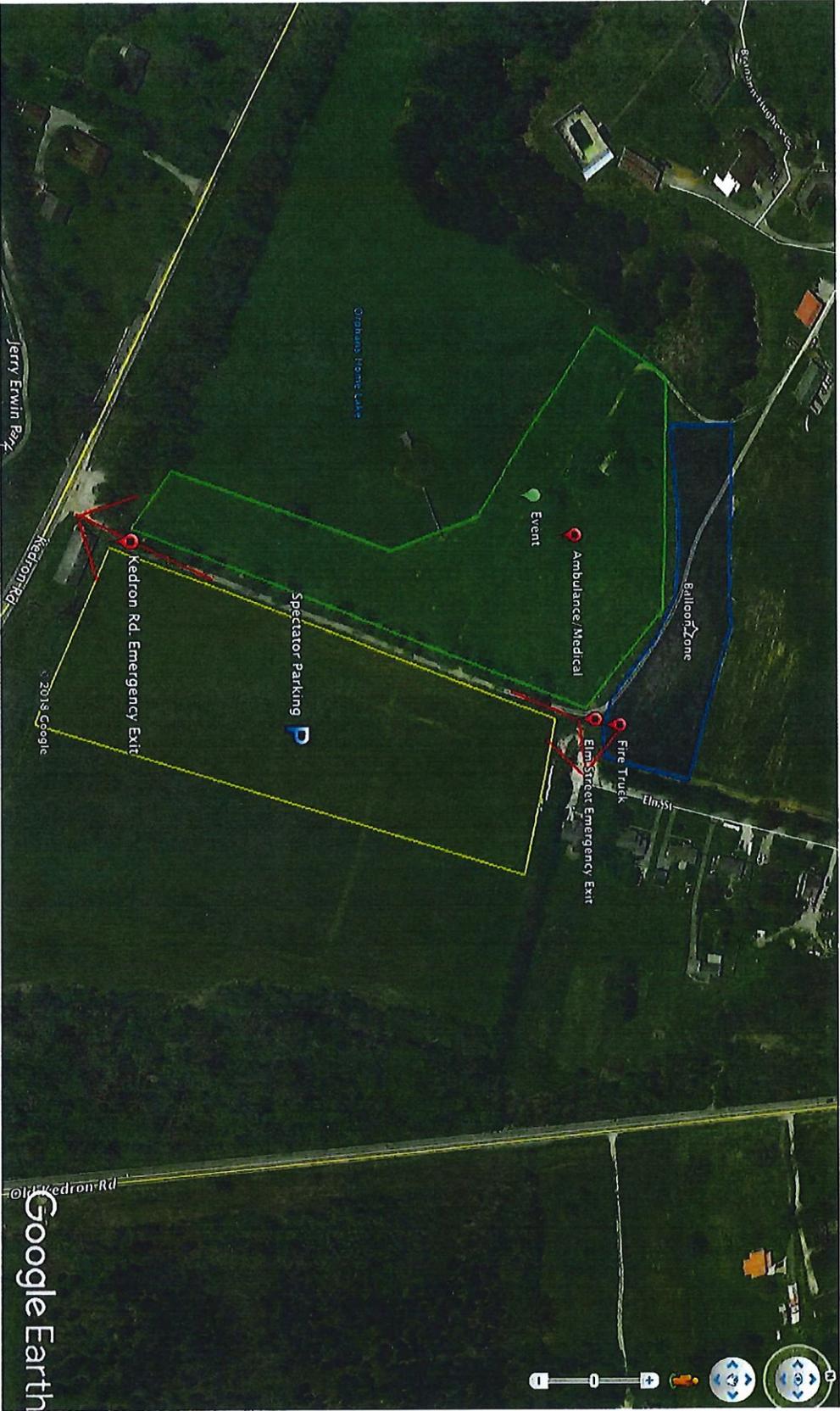
- Logan Bedford will closely monitor weather before and during the event by use of Airport weather services as well as phone Applications used for monitoring radar and weather updates. Logan Bedford has been a hot air balloon pilot in the local area for 10 years and is familiar with this micro Climate. He also participates in yearly seminars for monitoring weather conditions and how they relate to outdoor activities.
- In the event that weather conditions are deemed hazardous before the start of the event a decision will be made whether we cancel the event or proceed as planned.
- Possible reasons for cancellation would be severe weather forecasts such as rain and tornadoes, severe wind levels (gusting over 15 knots) or any other natural disasters.
- Once the event has started Logan Bedford will continue to monitor all weather updates and warnings. At any point of severe weather or lightening in the immediate area of the event, the event will be delayed if appropriate or cancelled. Pertinent weather updates and event status will be conveyed through use of social media as well as the Emcee for the event to announce updates to attendees.
- Fire –
 - Fire hazard is present with hot air balloons as well as food trucks. Each individual pilot will be required to have a fire extinguisher in their basket as well have been trained in dealing with fire hazards in and around hot air balloons.
 - We will also have a fire truck on site to assist in the event of a fire.
 - In the event of a fire the Emcee for the event will announce the situation and give instructions for the attendees similar to “We have a fire in (area of the fire), please remain calm and proceed away from (area containing fire). Please make room for our firefighters to extinguish the fire” Instructions will be given 3 times and more if needed.
- Medical Emergency –
 - Medical emergencies shall be addressed on a case-by-case basis. There will be an ambulance on site to provide medical attention and should be the first point of contact.

Please see attached event map and additional an event emergency layout and medical assistance area.

Schedule of events:

- Food trucks and vendors arrive at 1:30-2PM
- Gates open at 3 PM
- Walk through balloon and tethered rides will begin at 4:00-4:30PM upon weather analysis and Approval from Logan Bedford
- All Hot Air Balloons will inflate for the balloon glow to start at dusk/6PM
- Generator lights activated and Balloon glow ends, spectators exit at 7 pm.





Google Earth

Jerry Erwin Park

Orphan's Home Lake

Spectator Parking P

Event

Ambulance/Medical

Ballroom Zone

Fire Truck

Elms Street Emergency Exit

Kedron Rd. Emergency Exit

Elms St

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