



City of Holly Springs

Date: Thursday, January 18, 2024

Location: 3235 Holly Springs Pkwy

**Parks & Recreation Authority Special Called Meeting
Agenda
6:00 p.m., Council Chambers**

- I. CALL TO ORDER
- II. NEW BUSINESS
 - A. Discuss and approve/deny the Hickory Flat Shootist Society application for the Cowboy Fast Draw at Timothy B. Downing Park, to be held April 12-14th
Presented By: Robert H. Logan, City Manager
 - B. Approve/deny the November 6, 2023 Parks & Recreation Authority Minutes
- III. ADJOURNMENT

√ #111 \$50



Special Event Permit Application

City of Holly Springs
PO Box 990
Holly Springs, GA 30142
770-345-5536

FOR OFFICE USE ONLY	
Permit Issue Date:	_____
Permit Number:	_____

Sponsoring Organization Information

Name of Group/Organization: Hickory Flat Shootist Society
 Phone #: 770 318 7775 Website: _____
 Address: 1002 BEAVERS ROAD
 City, State & Zip: CANTON, GA 30115

Organization Contact Information

The organization contact person must be the person in charge of event management and is responsible for the event. The organization contact person must be a representative of the organization who has been authorized to plan the event. The applicant must be available to work closely with the City.

Event Contact Person: SCOTT BURSMITH
 Cell #: _____ Email: _____
 Address: 1002 BEAVERS RD
 City, State & Zip: CANTON, GA 30115

Event Information

Event Name: GEORGIA COWBOY FAST DRAW CHAMPIONSHIP
 Event Date(s): APRIL 12, 13, 14
 Event Start & Finish Time: 8:00 AM - 4:00 PM
 Time Set-up Begins: APRIL 11 Time Clean-up Should Be Complete: APRIL 14
 Estimated Number of Attendees: 55
 Estimated Number of Event Workers/Volunteers: 10

Type of Event

- | | |
|--|---|
| <input type="checkbox"/> Athletic Event | <input type="checkbox"/> Merchant Fair/Craft Show |
| <input type="checkbox"/> Block/Street Party | <input type="checkbox"/> Parade* |
| <input type="checkbox"/> Cycling Event | <input type="checkbox"/> Rally/Assembly |
| <input type="checkbox"/> Exhibition | <input type="checkbox"/> Road Race* |
| <input type="checkbox"/> Festival | <input type="checkbox"/> Wedding |
| <input type="checkbox"/> March/Demonstration | <input checked="" type="checkbox"/> Other <u>COWBOY FAST DRAW</u> |

*Additional event information is required. Please see additional permit applications.

Purpose of Event: Charity Fundraiser Entertainment Education Other: STATE CHAMPIONSHIP
Check all that apply.

Location of event: CAGLE'S DAIRY

This event use or require the following: Use of public property Food/alcohol vendors*
Check all that apply. VOLUNTEERS TO GRILL
 Closing of public streets* Rerouting of vehicle or pedestrian traffic

Special Event Permit Application
 Per Mark Lier on 1/9/24, no food at event. att

Will there be musical entertainment? Yes No

Noise Ordinance: Holly Springs Code 33-71 through 79.

If yes, please state: # of bands: _____ Type of music: _____

Will there be sound amplified entertainment? Yes No

Will sound checks be conducted prior to the event? Yes No

Please describe sound equipment that will be used:

SMALL LOW VOLUME SPEAKER FOR SHOOTING RANGE

Will there be inflatables, hot air balloons, or similar devices? Yes No

If yes, please describe: _____

Will there be fireworks, rockets, or other pyrotechnics? Yes No

If yes, please describe: _____

Permit must be obtained from Cherokee County Probate Court and submitted to the City no less than 30 days before event. If event is held on private property, a letter of permission from the owner is required.

Will there be signs, banners, decorations, special lighting? Yes No

If yes, please describe: ADVERTISING BANNERS

Will there be any items sold? Yes No

If yes, please describe: _____

How close are the nearest residences? 1/4 MILE

Will there be contracted concessionaires/mobile food units? Yes No

If yes, additional event information is required. Please see Food & Alcohol Attachment.

Will there be alcohol? Yes No

If yes, additional event information is required. Please see Food & Alcohol Attachment.

If your event takes place on public property, please attach a copy of certificate of coverage and complete the information below.

Liability Insurer: LOCKTON AFFINITY LLC

Policy Number: LOC-GL-B000414-00 Liability Limit \$ 2,000,000

City of Holly Springs should be listed as an additional insured with address listed as it appears at the top of this application.

Please provide any other information about your event that you believe would be helpful for planning purposes. _____

Group/Organization is responsible for post cleanup.
This is not transferable to any other individual or group.

REQUIRED: Site Map - Please provide an overhead map detailing the placement of all aspects of your event. Maps should include, but are not limited to:

- perimeter of event
- parking
- tents
- restrooms
- food/alcohol serving areas
- stages
- parking plan
- routes
- water stations
- volunteers
- entrances
- exits
- inflatables

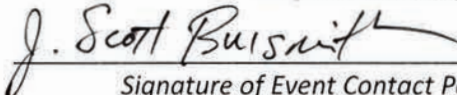
Hand-drawn maps are acceptable. (If you are using the 5K route determined by the City, staff can provide a map for you to work with.)

All lane/street closures, and any event involving alcohol, require police personnel on an extra-duty basis. Traffic control and parking plans, which should include where police officers will be stationed, must be submitted and approved by the Police Chief. Group/Organization will be responsible to cover the cost of police personnel; this cost will be calculated on their special event rate.

PUBLIC NOTICE REQUIREMENTS: Group/Organization must advertise in the Cherokee Tribune if event requires lane/street closures. Group/Organization must also provide a written notice to all affected businesses and residents no less than one week prior to the event and a copy of the notice along with a list of those who received letters must be submitted with this form. All cost will be the responsibility of the Group/Organization. Any event permit application that includes a request to close any public street in the City must be approved by the City Council.

The City of Holly Springs may request additional information not referenced in this application.

Waiver and Release: I/We agree to hold harmless and defend the City of Holly Springs against any claim for damages, compensation or otherwise on the part of me, my child or any other party, growing out of or resulting from injury to me or my child, or any other party which might occur as a result of the lease of property or facilities from the City of Holly Springs, and to reimburse or make good any loss, damage or costs that the City of Holly Springs may have to pay litigation arises from injury to me, my child or any other party, and I/we hereby waive any and all rights of exemption, both as to real or personal property, to which I/we may be entitled under the laws of this or any other state as against such claims for reimbursement or indemnity by the City of Holly Springs.



Signature of Event Contact Person



Date

**City of Holly Springs
Parks and Recreation Authority Special Called Meeting Minutes
November 6, 2023**

Authority Members Present: Chairman Kyle Whitaker, Co-Chair Dee Phillips and Jeff Wilbur.

Authority Members Absent: Mayor Pro Tem Michael Roy Zenchuk II and Kevin Moore.

Elected Officials Present: Mayor Steven W. Miller

Staff Present: City Attorney Bobby Dyer, City Manager Robert H. Logan, City Clerk/Human Resources Director Karen Norred, Assistant City Clerk/Records Manager Lou Stewart, Finance Director Denise Lamazares, Chief Tommy Keheley, Deputy Chief Greg Clyburn and Information Technology Manager/Facilities Manager Ron Carter.

I. Call to Order

Chairman Kyle Whitaker called the meeting to order.

II. New Business

A. Authority Member Wilbur made a motion to approve the lease agreement between Holly Springs Parks and Recreation Authority and Friends of Holly Springs, Inc. for the barn/shed located behind the house located at 150 Stringer Rd. The Premises shall include the area between the house and driveway and the property to the rear of the house but, shall not include the house. Co-Chair Phillips seconded the motion. Motion carried 3-0.

B. Co-Chair Phillips made a motion to approve quote #5971 from NeSmith Electric, Inc. for electrical repairs to the Albert Cagle house, in an amount not to exceed \$4,250. Authority Member Wilbur seconded the motion. Motion carried 3-0.

C. Authority Member Wilbur made a motion to approve the October 16, 2023 Parks & Recreation Authority Minutes. Co-Chair Phillips seconded the motion. Motion carried 3-0.

III. Adjournment

Co-Chair Phillips made a motion to adjourn. Authority Member Wilbur seconded the motion. Motion carried 3-0.

Meeting adjourned.

Respectfully submitted.

Kyle Whitaker, Chairman

Attest:

Karen Norred, City Clerk
(Seal)