

Spring into Clemson Event

Date & Time: April 1st, 2017 10am-9pm

- All alcohol will stop being served at 8:30 pm, per City Council Ordinance.

Location: College Avenue, Downtown Clemson

The road is planned to be blocked off between Highway 93 and Keith Street. Katherine Smith Plaza will also be looked at being used as part of the festival. Patrons and residents will have access to College Avenue from Keith Street to 123.

Purpose of Event: The Spring into Clemson event is being planned to highlight downtown Clemson as not only a college hangout, but also a place where community residents can experience fun, food, and family activities while supporting a good cause. The proceeds from this event will be divided among the non-profit community that volunteered in the planning and execution of this event. We are estimating that approximately 2000 patrons to attend this event.

Event Coordination: The following non-profit organizations have committed to planning the event and staffing with volunteers. The profit margin will be divided equally among the participating organizations:

- Pickens County Advocacy Center
- Upstate Warrior Solution
- Pickens Board of Disabilities and Special Needs
- Birthright of Clemson
- The Parenting Place
- Clemson Child Development Center
- Safe Harbor
- Pendleton Elks
- Golden Harvest
- Clemson Community Foundation

Activities planned for the event:

- Kids area (face painting, Lowe's/Home Depot craft kits, Fire safety,)
- Clemson City/Clemson University Tug of War
- Downtown shops to have sales
- Restaurants to have signature food and drink specials
- Musical performance downtown or close location at end of the event

Shannon Lambert, Executive Director Pickens County Advocacy Center
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Money Generation for the Event:

- Wrist bands for alcohol consumption \$5 per band
- Parking: speaking with local churches/businesses to donate their parking space for sales/split profits
- Ticket sale split with food/alcohol vendors
- Event sponsorships
- Vendor participation: vendors will be charged for participation based on non-profit status, merchant status, and the need for power at their tent.

Event Costs:

- Clemson City Police Department \$40 per office/per hour/police officer. Chief Dixon said we would need a minimum of 5 police officers for the event. The total cost would be \$2,200.
- Assemblies permit from Parks & Rec: this can be special requested at no cost since this is a non-profit event.
- Wristbands
- Event Insurance: Cost is based on estimated number of patrons for the event.
- T-shirts for volunteers
- Trash receptacles
- Portable bathrooms
- Hand washing stations

Alcohol during the Event:

- We are requesting that patrons of the event be allowed to carry open containers of alcohol purchased during the event.
- All alcohol sold during the event will follow the 5% abv limit.
- Small beer/wine tents will be stationed on College Avenue for patrons to purchase.
- Anyone carrying/purchasing alcohol must have a wristband on at all times.
- Clemson City PD will train the wristband volunteers how to check for ID's.
- All alcohol will stop being served at 8:30 pm, per City Council Ordinance.

Risk Management:

- Minimum of 5 police officers for road closures and barricades
- Members of the National Guard will be volunteering their time to assist in crowd control, road closures, and anything else that the police may need assistance with.
- EMS will be on site during the event. We will look at both county and private providers for this service.
- The event will fully comply with all city ordinances regarding special events.
- All food vendors must comply by DHEC standards.
- Event Insurance: Cost is based on estimated number of patrons for the event. Each vendor will be required to produce proof of general liability coverage for their business.

Parking:

- Once event is approved by City Council, we will be looking at solidifying the following parking areas: Clemson Presbyterian Church, Clemson United Methodist Church, Fort Hill, Clemson Church of Christ, and Newspring Clemson.
- We will be working with CATBUS on providing transportation from the remote lots to the event.
- We will be providing information to the patrons on the available free and paid parking options close to the event.

Special requests to be made:

- Ask City Hall to approve overtime pay for police officers so that we do not have to incur that cost.
- Ask Parks & Rec for the assembly permit at no cost since this is a non-profit event.
- College Avenue to be shut down between Highway 93 and Keith Street for the event.
- Permission to sell/carry alcohol on College Avenue during the event.

Questions to be asked to City Council:

- Are pets allowed on closed streets during events? If so, are there special considerations to be made? If not, how does the event police pets?
- Clemson Parking Garage: instead of sending meter attendant around during the event, would the City like to charge a \$5 all day parking fee?
- Power hook ups for vendors: what is the availability/capacity/regulations for us to provide power to vendors.
- Is a date set for the Spring Game 2017?

Participating Non-Profit Agencies
Pickens County Advocacy Center
Upstate Warrior Solution
Birthright of Clemson
The Parenting Place
Clemson Child Development Center
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