



## PUBLIC SAFETY PLAN FOR SPECIAL EVENTS

The purpose of this document is to provide special event planners a guide to address potential safety hazards and to identify safety procedures that should be in place prior to an event.

Complete all applicable fields, and identify any fields that are not applicable to the event with an N/A.

| EVENT INFORMATION   |                              |   |
|---|------------------------------|---|
| Name of Event: <b>GIDDY-UP FANDANGO!</b>  |                              |   |
| Type of Event (recreation, athletic, concert, festival, etc): <b>FESTIVAL - FUNDRAISER</b>  |                              |   |
| Ticketed Event: <b>YES</b> Maximum Tickets: <b>1,500</b>  |                              |   |
| Event Sponsor: <b>FIRST CONTACT ADDICTION MINISTRIES</b>  |                              |   |
| Event Location Property Owner: <b>SKYBROOK FARMS</b>  |                              |   |
| Facility Address: <b>147 SKYBROOK FARM DR, ETOWAH NC 28729</b>  |                              |   |
| City: <b>ETOWAH</b>   | State: <b>NORTH CAROLINA</b> | ZIP Code: <b>28729</b>  |
| Event Manager Contact: <b>BJ BEHNKEN</b>  |                              | Cell Phone: <b>754.214.5449</b>   |
| Email: <b>bj.behnken@firstcontactwnc.org</b>  |                              |   |
| Date(s) of Event: <b>OCTOBER 24, 2020</b>   |                              |   |
| Time(s) of Event: <b>3 PM - 9 PM</b>  |                              | Estimated Daily Event Attendance: <b>1,200</b>  |
| Estimate of largest number of people that will be at the event at the same time: <b>750</b>   |                              |   |
| Description of Event Area: <b>50 ACRES - ACCESSIBLE - OUTDOOR ACTIVITIES,</b>   |                              |   |
| Additional permits required (Building, Fire, Health, NCDOL, ABC etc)?   |                              | <input type="checkbox"/> Yes <input type="checkbox"/> No  |
| If yes, attach specific permit:   |                              |   |
| Other Critical Event Information: <b>HENDERSON COUNTY SHERIFF DEPT &amp; ETOWAH FIRE</b>  |                              |   |
| EVENT STAFFING RESCUE ARE PARTICIPANTS.   |                              |   |
| Number of Event Staff: <b>25 + 75 VOLUNTEERS</b>  |                              |   |
| Event Staffing Plan (shifts, locations, duties and responsibilities etc): <b>OVERSITE OF ACTIVITIES -</b>   |                              |   |
| Will there be a need for onsite <b>Fire Services</b> ?  |                              | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No   |
| If yes, who and where will they be located at the event? <b>ETOWAH FIRE SPONSORING FIRE PIT &amp; ENGINE ON SITE</b>  |                              |   |
| Will there be need for onsite <b>EMS/Medical Services</b> ?   |                              | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <b>FIRST AID STATION ONLY</b>                               |
| If yes, who and where will they be located at the event? <b>INSIDE BARN</b>   |                              |   |
| Will there be need for onsite <b>Law Enforcement/Security</b> ?   |                              | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <b>HOWEVER H. SHERIFF DEPT ARE SPONSORS + PARTICIPATING</b> |
| If yes, who and where will they be located at the event? <b>"JAIL HOUSE" + THROUGHOUT PROPERTY.</b>   |                              |   |
| Is <b>Fire Watch</b> required for the event?  |                              | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No   |
| If yes, what staff are assigned to Fire Watch?  |                              |   |
| Are " <b>Trained Crowd Managers</b> " (TCMs) required for the event? (Events >1000 attendees)   |                              | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <b>Need TCM Certificate</b>                                 |
| TCM Names and certifications attached?  |                              |   |
| Who are other key event staff and what are their roles in an emergency? <b>JIM GREEN (LARGE EVENT CONSULTANT), CRAIG HALFORD (EXEC DIR. OF FIRST CONTACT), MATT DAVIS, PROPERTY OWNER</b> |                              |   |
| List any training that will be required for staff prior to the event (including volunteers):  |                              |   |



| EVENT PARKING, INGRESS AND EGRESS   |  |
|---|--|
| Description of the Event Parking Plan: SHERIFF'S DEPT PARKING CARS ACROSS STREET IN VACANT LOT + OVERSEEING TRAFFIC   |  |
| Is there offsite parking?   | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, where (shuttle description)? ON SITE Across Cummings Rd  |
| Are Law Enforcement Personnel providing traffic control on roadways?  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  |
| If yes, where? ACROSS STREET ON <sup>VENUE</sup> <del>VENDOR</del> PROPERTY   |  |
| Are parking responsibilities being contracted to a vendor?  | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  |
| If yes, what vendor and describe the contracted services:   |  |
| What is the route for emergency vehicle ingress to the event site? DRIVEWAY - SEE ATTACHED MAP.   |  |
| How will you maintain the emergency vehicle route, including during pre-event and post-event activities?<br>STAFF, SHERIFF, LOUDSPEAKER   |  |
| Describe the flow of pedestrians through the event: OPEN AREAS - OUTSIDE - ARROWS ON FLOOR INSIDE LARGE BARN  |  |
| Describe any hazards or restrictions to mass evacuation of the event (fencing, limited emergency exits) and how these hazards will be addressed: CORRALS, EASY TO CLIMB THRU, NO FENCES.      |  |
| Provide a separate site plan of the area showing traffic flow, pedestrian flow, parking, event location, security, medical, food, restrooms, sanitation, areas of refuge, and fire locations. |  |
| Other parking and access considerations:  |  |
| EVENT ACTIVITIES  |  |
| Description of Event Activities: OUTSIDE GAMES, STAGE, MUSIC, INDOOR GAMES  |  |
| Will there be tents?  | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  |
| Individual tents greater than 400 sqft attach permit:   |  |
| Will there be items that need power?  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  |
| If yes, list the number and sources (permanent, temporary, generator): FULL ELECTRIC IN BARNS   |  |
| Will there be chemical, environmental or other hazards present?   | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  |
| If yes, list the type, quantity, exact location at the event, and procedures for managing the hazard:   |  |
| Will there be rides?  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <del>FOR</del> <input checked="" type="checkbox"/> Inflatable <input checked="" type="checkbox"/> Mechanical |
| If yes, list the quantity, type, and vendor information: MECH. BULL INFLATABLE, HORSEY RIDES  |  |
| Will there be animals?  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  |
| Will there be other vendors?  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  |
| If yes, will patrons be allowed to handle or touch the animals?   |  |
| If patrons can touch or handle animals, list sanitation procedures: HAND SANITIZER  |  |
| Will there be food?   | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  |
| If yes, provide vendor information: LICENSED FOOD CATERER - THE SALTY LANDING   |  |
| If yes, provide all vendor information and location map attachment.   |  |
| EMERGENCY RELOCATION AND ASSEMBLY AREAS   |  |
| Primary and Secondary Indoor Relocation Area(s): NONE NEEDED Inside BARNS   |  |
| Primary and Secondary Outdoor Assembly Area(s): FIRST CONTACT INFO CENTER   |  |
| EMERGENCY COMMUNICATIONS  |  |
| Describe the methods available for communicating an emergency to staff, vendors and the public:<br>CELL PHONES - 911<br>LOUDSPEAKER<br>STAGE W/ SOUND SYSTEM.                                 |  |

FIRE PROTECTION AND LIFE SAFETY SYSTEMS AND EQUIPMENT

Describe the systems in place to assist with an emergency (Public Address System, Fire Alarm or Sprinkler System, etc.): 2 SOUND SYSTEMS @ OPPOSITE ENDS OF PROPERTY

Describe the equipment available to assist in an emergency including quantity and location (First Aid Station(s), Fire Extinguishers, First Aid Kits, Automated External Defibrillator (AED), etc.): ALL ON SITE

Describe the time and date of on-site preplanning meeting before event: ~~DATE~~ WEEKDAY 8-4

ADDITIONAL INFORMATION

PLAN REVIEW AND APPROVAL

|  |               |
|--|---------------|
| Plan Created By:   | Date:         |
| Plan Reviewed By: TSL  | Date: 9/23/20 |
| Plan Approval <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No With Changes | Date: 7/23/20 |



GIDDY-UP FANDAN GO  
 @  
 SKYBROOK FARMS  
 SAT, OCT 24, 2020



**PARKING**

- A-C** Open Fields
- H** or **B** Band Site
- D** Petting Zoo
- E** Jail
- F** Story Telling
- M** Fire Pit
- G** Horse Exhibition

- J** Horse Riding
- K** Announcers
- L** Movies - dark enough?
- N** Food Eating Area
- O** Clogging
- P** INDOOR GAMES (STALLS)

**Q** Unkonwn



# GIDDY-UP FANDANGO

TO HELP FIGHT ALCOHOL & DRUG ADDICITON

**COWBOY & COWGIRL UP! OCT. 24, 2020. 3-9 pm**

Get the family together for an afternoon & evening in the wild west!

Live Foot Stompin' Music \*  
with Muley Holler Gang Band  
and Old Time Pickers

Clogging - for everyone\*  
Corn Hole & Horseshoes  
Hoosegow (Jailhouse)  
Horse Vaulting Demo\*  
Mechanical Bull-Riding

**Buy a raffle ticket to win**  
Horseback Riding Lessons  
Weekend Bed n' Brkfst

Saddle-up Pillow Fights  
Firepit Smores & Sing-a-long\*  
Cake Walk  
Cowboy Movie\*  
Petting Zoo\*  
Story Teller\*  
Horsey Rides  
Archery

Endorsed by

Henderson County Sheriff's Department & Etowah HorseShoe Fire & Rescue

Presented in partnership with

**SKYBROOK FARMS, ETOWAH, NC**

\$10 Adults \* \$5 Kids ages 3-12 \* Kids under 3 are free

Games & activities for the whole family. Real Cowboy BBQ from The Salty Landing.

**Admission & all purchased items & activities benefit**

**First Contact Addiction Ministries**

**With SPECTACULAR FIREWORKS at the end of the day!**

**By Dustin Gosnell & Elite Auto Lights**

Bring your chairs, or blankets to sit 'round the firepit & roast your smores, sing-a-long with our singin' cowboy, be captivated by our storyteller, or just enjoy the live music on the main stage! Then, jump up in your dancin' boots & clog til ya drop. It all happens on 50 acres, so y'all can distance real good. Bring yer whole family, from Jr. to granny! And be sure to stay for the fireworks!

TICKET PURCHASE ONLINE: [firstcontactwnc.org](http://firstcontactwnc.org) Or, just show up & buy tickets at the corral.