

# **Foley BBQ & Blues Cook-Off – Required Documentation for COF**

## **Site Plan**

- Layout attached
- 10 regular restrooms, 2 handicap, 3 - 4 sided hand washing station and 5 hand sanitation to be serviced once on Saturday morning. (labeled “RR” on map)
- Entrance/Exit at clock tower and at the entrance on Chicago Street. Emergency entrance and exits available on both east and west side of the Gazebo on Violet Ave.

## **Utilities Plan**

- Current utilities and water will facilitate team/vendor needs. Some cook teams may be required to use a generator.
- Request for temporary power pedestals to be provided for vendor spaces notated on the map.
- Request for assistance in trenching as needed for extension cords and hoses for the safety of all guests.
- Power needs will be documented and provided for each vendor/cook team prior to the event.

## **Security/Safety Plan**

- There will be cook teams on site throughout the night. Therefore, overnight security will be hired between the hours of 10:00 pm (3/13/2026) until 6:00 am (3/14/2025).
- During festival hours on Saturday, Foley PD will patrol the venue site.
- During concert hours on Friday evening, hired security will assist in crowd/perimeter control in addition to Foley PD and BBQ Security Committee.

## **Emergency Action Plan**

- The SBCF has the sole responsibility of making the decision to cancel the event for any reason with the guidance of the City of Foley, Public Safety Director. Announcements will be made from the stage directing guests of actions for evacuations or shelter in place restrictions by Travis Valentine, CEO if a decision is made during event hours.
- The following individuals will be responsible for notifying the public:
  - Kylee Raulerson, Executive Director – Media/Social, Onsite Police/Security/Emergency Personnel

- Rachel Spear, Event Director – Cook Teams, Judges, Musicians, other vendors
- Reagan Goff, Event Coordinator – Food, Arts & Crafts, Retail and Kids Vendors
- Rich Caldwell, Chairman – Committee and Volunteers
- Lost Child Procedure: Reporting person (child or adult) will be instructed to stay in place with the volunteer who took the report. Volunteer will contact Event Staff with information on the missing child. Event staff notified will immediately contact onsite Foley PD and message all committee members through communications app. Announcements will then be made from the stage for identification of lost child. Once located, the parent/child will be reunited at the original location of the report.
- Injured Participants Procedure: All injuries will be reported to event staff through communications app. Event staff will immediately notify onsite PD and report to the incident scene. Medical assistance will be summoned as needed and an incident report form will be filled out by event staff. General first aid needs, such as bandages can be located at the Bar, Merchandise or Clock Tower Entrance.
- All tents shall be weighted. Any tent 20x20 or larger must be secured by driving stakes in the ground, or using water filled barrel drums if unable to stake in the ground. Signage should be secured to barricade/tent in multiply locations to withstand winds. Cook teams are responsible for securing cooking equipment.
- The BBQ & Blues Cook-Off is a rain or shine event. In the event of sever weather, the SBCF has the sole responsibility to cancel or postpone the event. All decisions will be made in conjunction with a City of Foley Public Safety Officer.

## **Medical Plan – TBD**

## **Waste Management Plan**

- Waste Management for the Foley BBQ & Blues Cook-off is requested to be provided by the City of Foley.
- SBCF event staff will provide ash bins for cook-teams use to dump hot ashes