

**Special Event Permit**

**2024-03**

All fees have been paid in full as required by this permit. This special event permit shall expire and be null and void at the conclusion of the event, if any conditions herein are breached, or if the permit is transferred to any other person, corporation, organization, or entity.

**Event Information**

Event Name: **Little Red Riding Hood**  
Event Type: Charity bicycle ride/non-competitive  
Event Date(s): June 1, 2024  
  
Promoting Entity: Bonneville Cycling Club  
Applicant: Tim Shea  
Phone: 801-598-0294  
Email: tshea580@gmail.com

  
Approved by: Land Use Authority

*March 13 2024*  
Date

**Conditions of Approval**

1. All participants and volunteers shall comply with County Ordinance §8.40 governing special events.
2. Event organizers must comply with the information as submitted in the Special Event application.
3. Riders must adhere to all traffic laws and ride with a maximum of two riders abreast at a time.
4. Public safety will be handled by the Cache County Sheriff as outlined in the application. Event organizers and runners must allow access for emergency vehicles as necessary.
5. Applicant must coordinate with individual jurisdictions where the event crosses from unincorporated County into an incorporated municipality.

**Agreement of Acceptance**

As the applicant for the special event described above, I hereby agree to comply with all Federal, State, and County laws, ordinances, and regulations before, during and after the event. I further agree to indemnify and save harmless Cache County, its officers, agents, and employees from and against any and all claims resulting from the use of the premises by the Applicant, the Applicant's invitees, licensees, agents and employees. I agree to permit law enforcement personnel the free and unrestricted access to and upon the premises at all times during the event for all lawful and proper purposes not inconsistent with the intent of the permit.



*SEP 2024-03: Little Red Riding Hood Bike Ride, pg. 2*

I understand and agree that this permit may be revoked upon breach of any of the conditions herein or at the discretion of the authorized officer. I understand that this permit is not transferable and agree not to transfer my permit to any person, corporation, organization or other entity.

In Accordance with Title 8 Section 8.40 of the Cache County Ordinance, I hereby submit and certify that the above information provided is accurate and complete to the best of my knowledge.

Trusty Nelson      3/13/24  
Accepted by: Applicant      Date



Aaron Thaxton &lt;aaron.thaxton@cachecounty.gov&gt;

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**Special Event Permits - June 2024 - Comments**

4 messages

**Aaron Thaxton** <aaron.thaxton@cachecounty.gov>

Thu, Feb 15, 2024 at 10:32 AM

To: Jason Winn <jason.winn@cachecounty.gov>, Troy Fredrickson <troy.fredrickson@cachecounty.gov>, Reed Tanner <rtanner@cachesherriff.gov>, "jshelton@brhd.org" <jshelton@brhd.org>, Grant Koford <gkoford@brhd.org>, Jeremy Hudson <jeremy.hudson@cachecounty.gov>, Matt Phillips <matt.phillips@cachecounty.gov>, Stephen Nelson <stephen.nelson@cachecounty.gov>

Cc: Angie Zetterquist <angie.zetterquist@cachecounty.gov>

Good Morning,

Attached are 2 applications for special events scheduled in June 2024, links to their websites are included:

-[Ragnar Road Wasatch Back](#) - Foot Race - June 7th

-[Little Red Riding Hood](#) - Bike Race - June 1st

*These permits apply only to the portions of the events that occur in unincorporated county or on County facilities.*

Please send your comments no later than **Thursday, February 29th**.

Let me know if you have any questions.

Thank you,

--

**Aaron Thaxton**

Permit Technician

Cache County Development Services

435-755-1650

179 North Main Logan, UT 84321

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**2 attachments**

**Little Red Riding Hood Charity Race Permit.pdf**

5065K



**Ragnar Road Wasatch Back.pdf**

913K

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**Jacqui Shelton** <jshelton@brhd.org>

Thu, Feb 15, 2024 at 12:29 PM

To: Aaron Thaxton <aaron.thaxton@cachecounty.gov>

Hello,

I'm currently working with Tim Shea to get the necessary permits for the Red Riding Hood event.  
Given how staggered and spread out the Ragnar event is, it does not require a Mass Gathering permit.

[Quoted text hidden]

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**Aaron Thaxton** <aaron.thaxton@cachecounty.gov>

Fri, Mar 1, 2024 at 9:32 AM

To: Matt Phillips <matt.phillips@cachecounty.gov>

Cc: Jeremy Hudson <jeremy.hudson@cachecounty.gov>, Camden Gillins <camden.gillins@cachecounty.gov>

Hi Matt,

Just following up on this to see if Public Works has any comments for the Little Red and Ragnar Events.

Thanks!

[Quoted text hidden]

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**2 attachments**

 **Little Red Riding Hood Charity Race Permit.pdf**

5065K

 **Ragnar Road Wasatch Back.pdf**

913K

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**Camden Gillins** <camden.gillins@cachecounty.gov>

Tue, Mar 5, 2024 at 3:29 PM

To: Aaron Thaxton <aaron.thaxton@cachecounty.gov>

Cc: Matt Phillips <matt.phillips@cachecounty.gov>, Jeremy Hudson <jeremy.hudson@cachecounty.gov>

Aaron,

I reviewed each application and spoke with Jeremy about the two requested events. We don't have any comments or issues on the Little Red Event. For the Ragnar, the only comment is that they need to provide a detailed traffic control plan for the road closure they are proposing. Let me know if you have any questions.

Thanks,

**Camden Gillins, E.I.T.**

**Staff Engineer**

Cache County

179 North Main St, Suite 305

Logan UT, 84321

435-755-1643

[camden.gillins@cachecounty.gov](mailto:camden.gillins@cachecounty.gov)

[Quoted text hidden]



## CACHE COUNTY FIRE DISTRICT

600 North 1020 East  
Hyrum, Utah 84319  
(435) 755-1670

To: Angie Zetterquist  
From: Troy Fredrickson  
Little Red Riding Hood Bike Ride

02/15/2024

The Little Red Riding Hood Bike Ride event does not present a problem for Fire and EMS as long as the riders adhere to all traffic laws.

In the past there has been a problem in other events where bike riders were riding more than two abreast and not yielding to emergency vehicles when they were responding to an emergency.

I would advise that the riders be reminded to ride no more than two abreast and to yield to emergency vehicles.



# CACHE COUNTY FIRE DISTRICT

600 North 1020 East  
Hyrum, Utah 84319  
(435) 755-1670

---

Rod Hammer  
Fire Chief

Jason Winn  
Deputy Chief

Rod Kearn  
Asst. Chief

Craig Buttars  
Fire Board

Gordon Zillies  
Fire Board

Dave Erickson  
Fire Board



**Application: Special Event Permit**

Date Received:	By:	Receipt #:	Check #:	Amount:
2/8/2024	Aaron T	19464	3832	\$75.00

**Event Information**

Event: Little Red Riding Hood Type: Charity Bicycle Ride  
 Dates with starting/ending times: 6/1/24 7:00 am - 6:00 pm

**Agent/Contact Information**

Agent/Contact: Tim Shea Email: tshea580@gmail.com  
 Phone: 801-598-0294 Mailing Address: 1172 E 700 S, SLC UT 84102  
 Name of Promoting Entity: Bonneville Cycling Club  
POB 9241  
SLC UT 84109-9241

**Acknowledgment**

In accordance with Title 8 Section 8.40 of the Cache County Ordinance, I hereby submit and certify that the information contained in this application is accurate and complete to the best of my knowledge.

Timothy M Shea 2/8/24  
 Applicant Date

**Application Deadline:** Completed application forms must be submitted to the Cache County Development Services Office forty-five (45) calendar days before an event is scheduled to take place. This allows sufficient time for evaluation of the application. Late applications shall be denied unless the applicant demonstrates that compliance with the 45 day deadline was impractical or impossible due to the nature of the event. A special event permit application may be approved and a permit issued to the applicant by the Director upon approval by all the agencies specified in Section 8.40.40.

**Authority:** Cache County has no authority to approve permits for events other than in the unincorporated area of Cache County. Permits issued by Cache County apply only to the unincorporated area of the county, and if an event crosses into a municipality within Cache County or across the county line, applicants should determine if a permit is necessary in the other jurisdiction.

**Right to Deny:** Cache County reserves the right to deny permit applications for proposed special events which may pose, or have posed a significant danger or threat to the public health, welfare or safety, or which may result in unreasonable inconvenience or cost to the public. In the event the application is denied, the applicant may appeal to the Cache County Executive.

## Application Checklist *Please see Traffic Control Plan for more details*

*A complete application must include the following unless specified otherwise:*

- 1)  Completed application form and application fee (\$75 – no refunds) submitted 45 days prior to event. Additional fees for services provided by the Sheriff's Office, emergency services, or others may apply.
- 2)  Proposed location, including a plat or map of the proposed area to be used, including any barricade, street route plans or perimeter/security fencing.
- 3)  Total number of participants: Estimate must include event staff, participants, and spectators. *Approx 3500*
- 4)  Public health plans, including plans for culinary water supplies, solid waste collections and disposal, and waste water (toilet facilities).
- 5)  Proof of insurance in conformance with the County Ordinance 8.40.050(F) minimums: *Attached*  
\$1,000,000 each occurrence, \$2,000,000 general aggregate, and \$100,000 property damage.
- 6)  Fire prevention and emergency medical services plans.
- 7)  Security plans and/or law enforcement response.
- 8)  Admission fee, donation, or other consideration to be charged or requested.
- 9)  Plans for parking
- 10)  *If* the event will be held on private property, a current taxation certification for that property. *NA*
- 11)  Further information may be required by staff, other departments and agencies, and/or the Board/Committee/Council that reviews the application based on the proposed event.

## Project Review Process

- The applicant is encouraged to meet with staff prior to the deadline date to discuss the project and ensure that the information submitted is sufficient to provide a complete review of the project.
  - After the application is accepted, information packets are sent to various departments, agencies, and affected municipalities that provide comments and/or approval for the proposed event to the Director of Development Services.
  - In some instances a pre-event meeting may be held with planning staff and representatives from the departments and agencies that provide comments on the project review. Any issues present on a project will be discussed with the appropriate department or agency.
  - A draft permit is made available to the reviewing agencies, affected municipalities, staff, and the applicant.
  - Following agency/department review and approval, and correction of any outstanding concerns/issues, the permit can be issued.
-



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/01/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER McKay Insurance Agency, Inc. 106 East Main Street P O Box 151 Knoxville IA 50138	CONTACT NAME: Megan Stanley	PHONE (A/C, No, Ext): (641) 842-2135	FAX (A/C, No): (641) 828-2013
	E-MAIL ADDRESS: meg@mckayinsagency.com		
INSURED Silent Sports Association - NBTS SE/Festival Bonneville Cycling Club PO Box 9241 Salt Lake City UT 84109	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Evanston Insurance Company		35378
	INSURER B: Gerber Life Insurance Company		70939
	INSURER C:		
	INSURER D:		
INSURER E:			
INSURER F:			

COVERAGES CERTIFICATE NUMBER: CL242164714 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	Y	N	3607AH010099-6	05/31/2024	06/02/2024	EACH OCCURRENCE \$ 2,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	<input checked="" type="checkbox"/> Includes Athletic Participants						MED EXP (Any one person) \$ Excluded
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 1,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 3,000,000
	<input checked="" type="checkbox"/> OTHER: Event						PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
A	<b>AUTOMOBILE LIABILITY</b>	Y	N	3607AH010099-6	05/31/2024	06/02/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY						BODILY INJURY (Per person) \$
	<input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	<b>UMBRELLA LIAB</b>						EACH OCCURRENCE \$
	<b>EXCESS LIAB</b>						AGGREGATE \$
	DED RETENTION \$						\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>	Y/N	N/A				PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
B	Accident Medical			15-070944-23	05/31/2024	06/02/2024	Excess Deductible \$250 \$25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Little Red Riding Hood - Expo: May 31 & June 1, 2024 and Ride: June 1, 2024. Certificate holder is an additional insured but only with respect to liability arising out of the operations of the above named insured. "This policy is issued, pursuant to Iowa Code section 515.147, by a nonadmitted company in Iowa and as such is not covered by the Iowa Insurance Guaranty Association."

<b>CERTIFICATE HOLDER</b>  Cache County 179 North Main Street  Logan UT 84321	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  

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Bonneville Cycling Club  
POB 9241  
Salt Lake City, UT 84109-0241



**Little Red Riding Hood Traffic Control and Risk Management Plan 2024**

UHP Motor Patrol: Trooper Justin Zilles, 385-255-0490, [jzilles@utah.gov](mailto:jzilles@utah.gov)

Cache Co Sheriff's Motor Patrol: Sgt Reed Tanner: 435-755-1165,  
[rtanner@cachesheriff.gov](mailto:rtanner@cachesheriff.gov)

Bonneville Cycling Club Ride Leader: Tim Shea, 801-598-0294, [tshe580@gmail.com](mailto:tshe580@gmail.com)

Ride Date and Time: Saturday June 1, 2024 from 7:30 a.m. until 6:00 p.m.

Location: Cache County, UT and Franklin County, ID

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## **1) Event summary**

Little Red Riding Hood (LRRH) is a women-only charity bicycle ride on Saturday, June 1, 2024. The ride is organized by the Bonneville Cycling Club, a 501c3 nonprofit.

LRRH starts and finishes at the Lewiston Fairground, 106 E Center St, Lewiston, Utah with five courses around Cache Co, Utah and Franklin Co, Idaho. The courses are 100 miles, 70 miles, 55 miles, 30 miles, and 17 miles and can be viewed online at <https://www.lrrh.org/>. We cap the number of riders at 3500, and we expect about 400 volunteers.

The goal of LRRH is to provide a safe and fun event for our riders, volunteers, sponsors, charity partner, and the residents of Cache County and Franklin County while raising money for our charity partner, Huntsman Cancer Foundation, to fight cancer in women.

## **2) No road closures**

No roads will be closed for this event and no barricades erected.

## **3) Lewiston Fairgrounds Start/Finish**

### **a) Security**

Existing fencing will be used. No additional fencing is planned. A Cache Co Sheriff's Deputy patrols the Fairgrounds from about 10:00 p.m. Friday until about 5:00 a.m. Saturday.

### **b) Events**

We rent the Lewiston Fairgrounds for four days:

- **Thursday.** Set up rented canopies.
- **Friday.** Set up remaining rented canopies. Set up portable toilets and sinks. Set up vendor canopies. Set up electricity and wifi. Deliver rented dumpsters. Riders, volunteers and guests arrive for the vendor expo, dinner and entertainment.
- **Saturday.** Ride. Breakfast and lunch for riders and volunteers. After the ride remove rented canopies, portable toilets and sinks, vendor canopies, electricity and wifi.
- **Sunday.** Remove remaining rented canopies, portable toilets and sinks and dumpsters.

### **c) Designated parking**

We have approximately 2400 off-street parking spots. The Lewiston City Council has advised that street parking is acceptable except along Center St (UT-61), where we will place "No Parking" signs. Riders are advised of parking areas and restrictions before the event. Volunteers direct drivers to the rented parking area and to parking in the Fairgrounds. Parking is at a premium, and we encourage car pooling.



**d) Traffic congestion at the start**

To minimize traffic congestion, riders are released in groups of about 100 riders each at about 5 minute intervals from 7:30 a.m. until about 10:00 a.m.

Course	Beginning	Ending
100 miles	7:30 a.m.	8:10 a.m.
70 miles	8:15 a.m.	8:40 a.m.
55 miles	8:45 a.m.	9:25 a.m.
30 miles	9:30 a.m.	9:45 a.m.
17 miles	9:50 a.m.	9:55 a.m.

A law enforcement motor patrol escorts each group of riders from the Lewiston Fairground entrance onto Utah Hwy 61/Center St and around the block, where the riders will turn left/south and the escort will turn right and back to the start to escort the next group. See the photo below.

This procedure has worked smoothly and safely in previous years to minimize traffic delays. Expect traffic congestion on UT-61 from the Fairgrounds, extending east for about a quarter mile from about 6:30 a.m. until about 10:00 a.m.

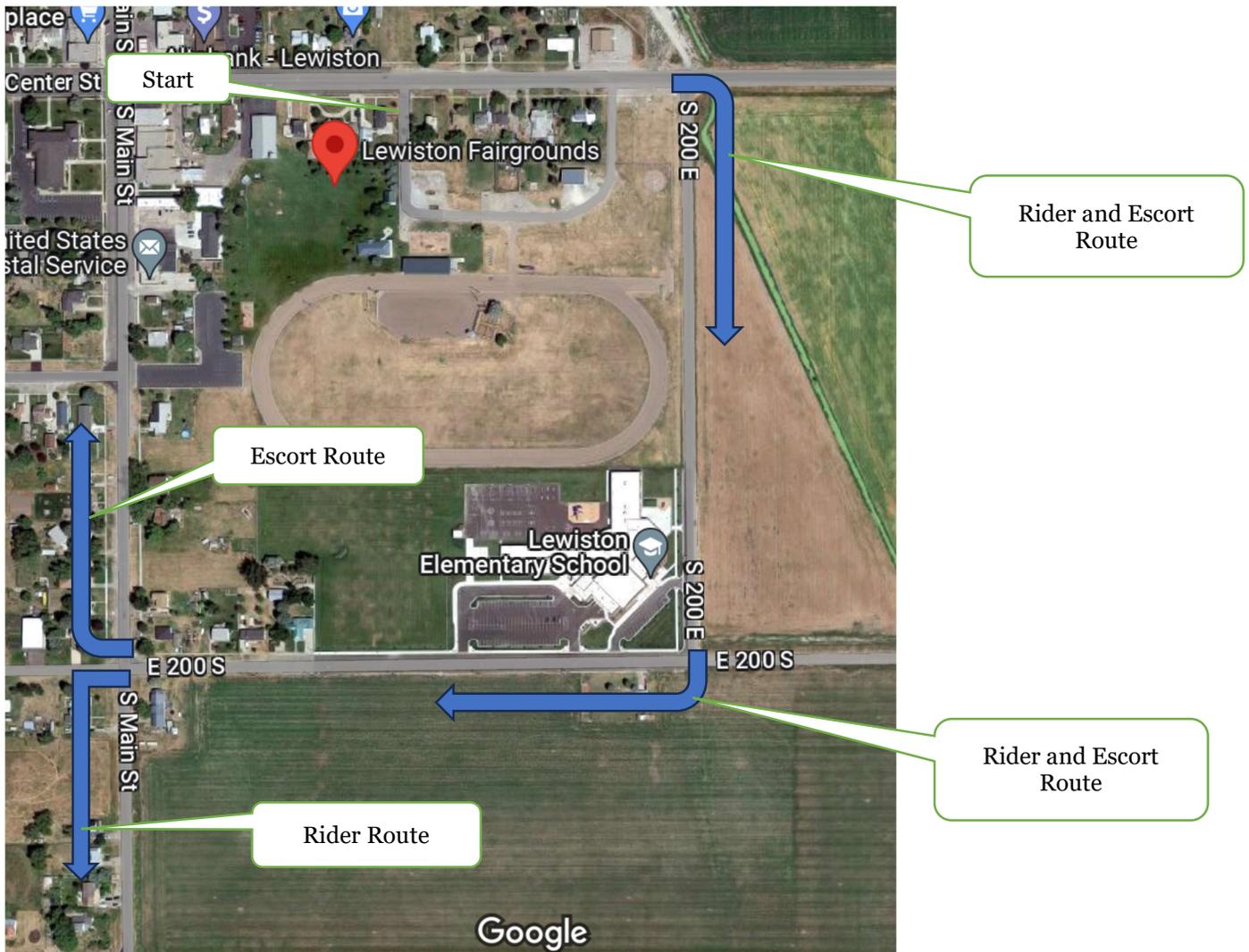
After the start and for the duration of the ride, riders are instructed to obey all traffic laws as they apply to cyclists, riding single file and as far to the right as is safe, never

riding more than two abreast and only if it does not impede traffic. Riders are instructed to use proper lanes, to ride predictably, to signal their intent, and to obey all traffic signals and signs. Riders are safest when motor traffic is not impeded and can pass a rider or group of riders quickly and safely.

#### 4) Law enforcement motor patrols

We contract for 4 UHP Troopers and 4 Cache County Sheriff Deputies for traffic control and motor patrols. Times are approximate:

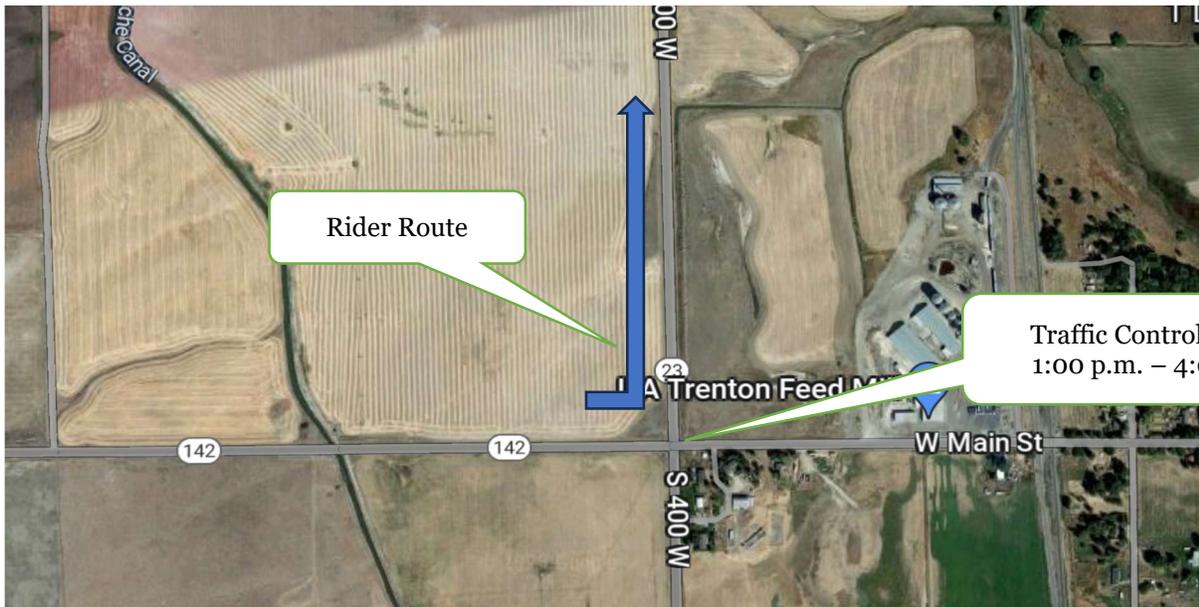
- 7:30 a.m. - 10:00 a.m. UHP Troopers and Sheriff's Deputies escort the riders at the start.



- 8:00 a.m. – 11:15 a.m. UHP Troopers and Sheriff's Deputies direct cyclists to stop and safely turn left from Hwy 61 westbound onto Hwy 23 southbound in Cornish.



- 1:00 p.m. to 4:00 p.m. UHP Troopers and Sheriff's Deputies direct cyclists to stop and safely turn left from Hwy 142 eastbound onto Hwy 23 northbound in Trenton. The start times for the three courses using Hwy 23 are such that southbound riders will clear the intersection before northbound riders enter the highway.



- 10:00 am – 4:00 p.m. UHP Troopers and Sheriff's Deputies patrol the courses.

In addition to law enforcement motor patrols, we have volunteer “ride marshals” riding motorcycles and bicycles, about 30 each, who remind riders of their responsibilities when they see poor rider behavior. The bicycle ride marshals also reward riders when they see good behavior.

## **5) Communications, medical first aid, bicycle repair, SAG patrols**

BARC, the Bridgerland Amateur Radio Club, maintains the Cache County ARES command trailer at the Lewiston Fairgrounds providing radio communication between the Lewiston Fairground, each rest stop, volunteer SAG drivers on the courses, and the first responder agencies of Cache County.

Some BARC volunteers are specially recruited and assigned to provide basic first aid to riders. These first aid volunteers come with EMS experience that ranges from doctors, nurses, EMTs, ski patrollers, and other first responders. Volunteers provide basic first aid at the Lewiston Fairgrounds and at each rest stop.

Bike mechanics from local bicycle shops provide repairs at the Lewiston Fairgrounds and at each rest stop.

Volunteer SAG drivers report emergencies on the courses, repair flat tires, and provide lifts to the nearest rest stop. Private SAG vehicles are not allowed on the courses.

## **6) Public Health Plan**

### **e) Bear River Health Dept permits**

We obtain a Temporary Food Establishment Permit and a Mass Gathering Permit from the Bear River Health Dept, and we follow all of their regulations for food handling. Our rest stop leaders each have a current food-handler permit, and all food preparation and service volunteers are instructed in safe food handling. Outdoor tap water is the usual source of culinary water, and it is delivered to water jugs by culinary grade hoses.

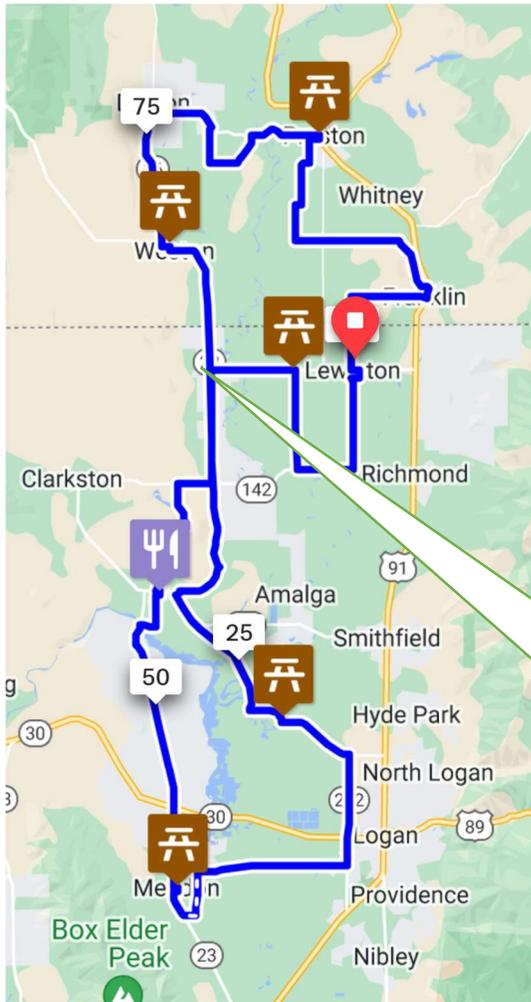
### **f) Waste collection and disposal**

We contract with a licensed vendor for more than the required number of portable toilets and sinks at the Lewiston Fairgrounds and at each rest stop. We contract with a licensed vendor for dumpster hauling. We collect garbage throughout the day and police the area for litter before vacating a rest stop. Sign crews police the roadway for litter as part of removing the signs. Garbage is transported to the Lewiston Fairgrounds and deposited in our rented dumpster for later hauling.

## **7) Courses**

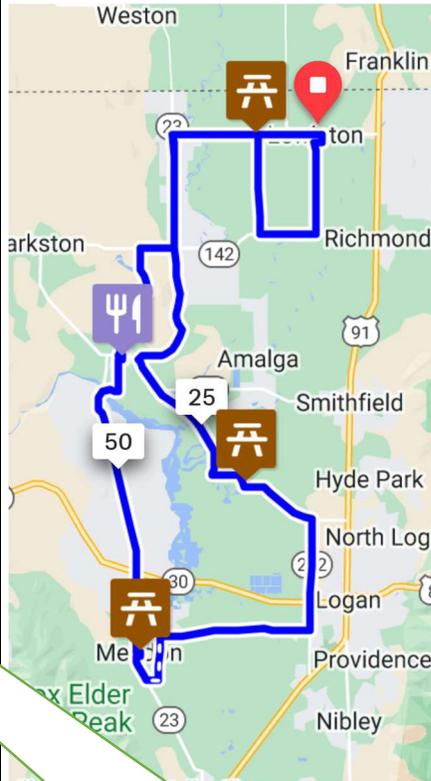
**g) 100-mile course**

<https://ridewithgps.com/routes/44234875>



**h) 70-mile course**

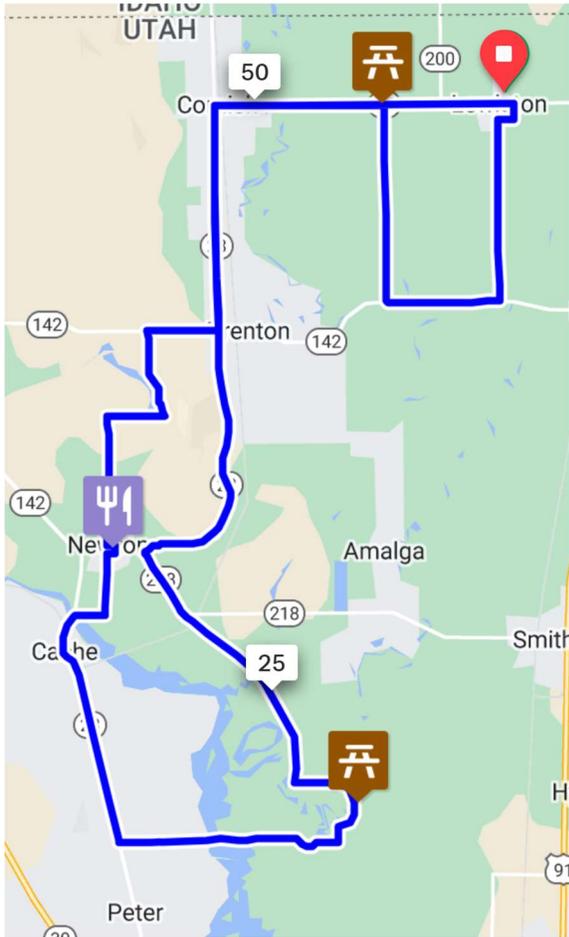
<https://ridewithgps.com/routes/44234884>



North loop of 100-mile course closes at 2:00 p.m. Riders are directed back to the start on Hwy 61, the 70-mile course.

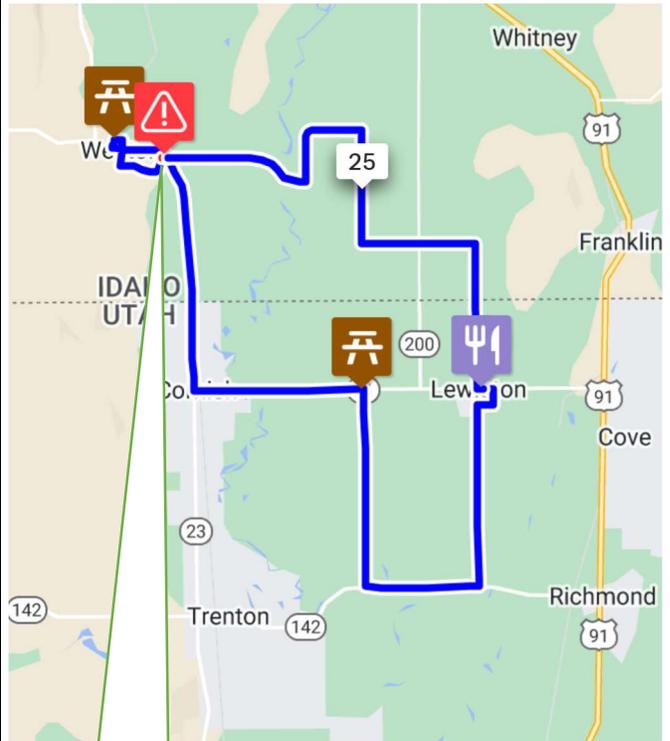
**i) 55-mile course**

<https://ridewithgps.com/routes/44234893>



**j) 30-mile course**

<https://ridewithgps.com/routes/44234901>



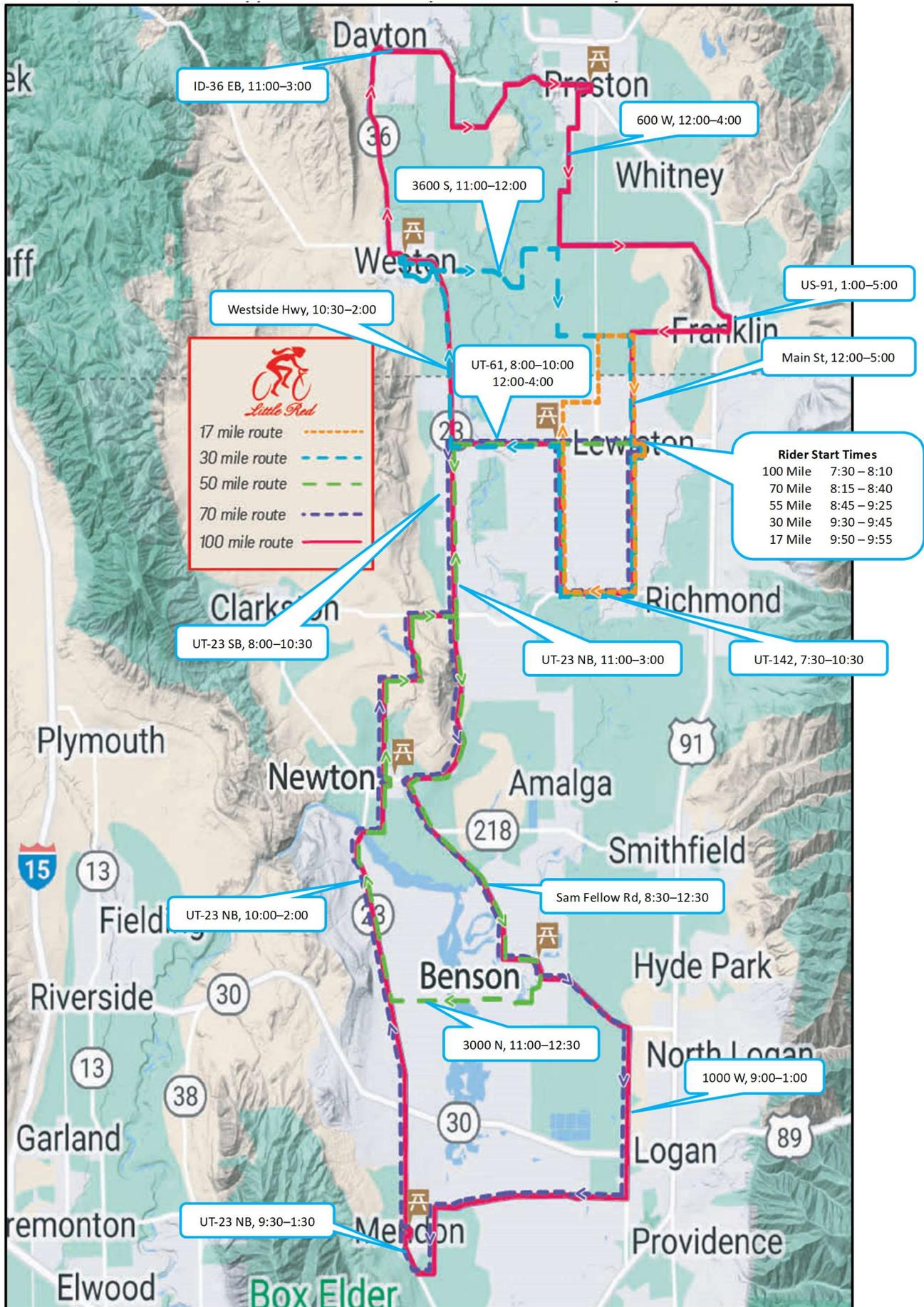
About 100 yards of gravel road.

**k) 17-mile course**

<https://ridewithgps.com/routes/44234904>



## 8) Estimated times on state highways



## 9) Rest stops

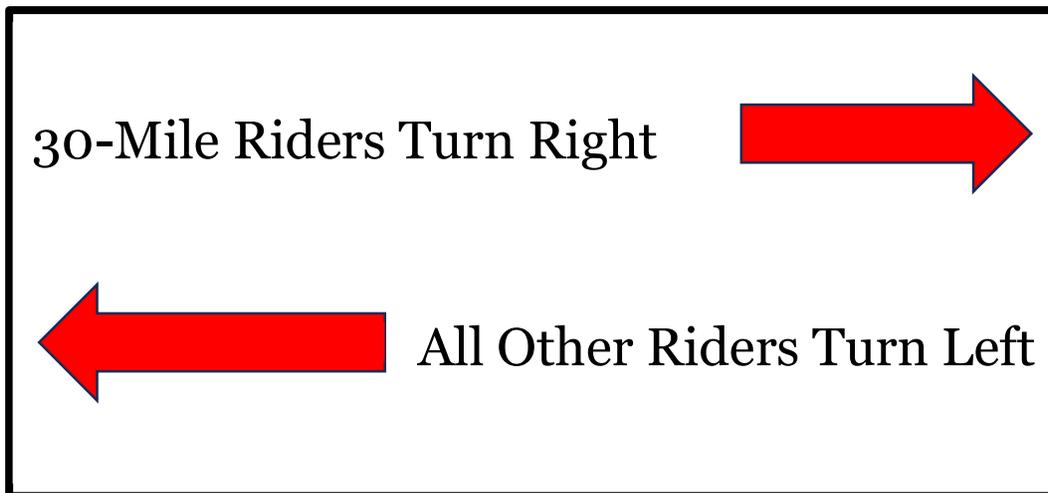
All rest stops are full service including food and water, shade, portable toilets and sinks, BARC communications, basic first aid, and bicycle repairs.

- Lewiston LDS Church, 10 S 1600 W, Lewiston, UT
- Benson LDS Church, 3472 N 3000 W, Benson, UT
- Mendon Park, 50 N Main St, Mendon, UT
- Newton Park, 75 S Center, Newton, UT
- Weston Park, 96 1st N, Weston, ID
- Franklin Co High School, 11 S 1st W, Preston, ID

## 10) Signage

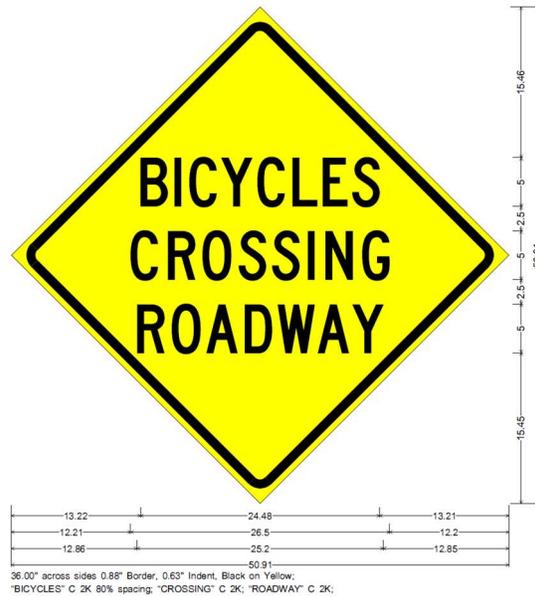
Signs are put in place the day before the event and removed immediately after the event. Signs are erected on the verge where possible or on the shoulder. Sign crews wear yellow highway safety vests.

**Rider direction signs.** All of the courses are marked with signs about 24” x 30” usually placed into the ground on a metal frame, similar to a campaign sign. The signs direct cyclists through turns and intersections and reinforce safety messages, similar to the following:



In addition to course signs for riders, we use Ride with GPS map making software to build our courses, and the software produces turn-by-turn cues that riders can load onto their phone. We include in the cues not only turns, but also distance to next rest stop, cross-traffic warnings, and gravel road warnings.

**Motorist road signs.** We erect 15 diamond-shaped road signs at several select intersections on state highways warning motorists of bicycles on the roadway, similar to the following:



## 11) Rider education

We educate riders in their responsibilities before and during the ride. Riders are instructed:

- Ride single file and as far to the right as is safe.
- Ride no more than two abreast and only when traffic is not impeded.
- Obey all traffic signals, signs and laws.
- Use proper lanes, to ride predicably, and to signal their intent.
- The possible consequences for not being a responsible rider are citation and fine, impound, and injury, death and litigation.

Before the ride we educate our riders through training rides, a safety video, social media, and emails. On the day of the ride we educate our riders with safe riding signs at the start, at each rest stop, and along the course. The start officiant makes public announcements to each group of riders before they are escorted at the start.

## 12) Weather

If severe weather presents in the way of rain, hail, lightening or high winds, the ride may be canceled or delayed based on current weather reports.

### **13) Public notice**

**Every Door Direct Mail.** About two weeks before the event we mail an information flyer to the residents of communities along the courses using EDDM, a service of the U.S. Postal Service.

**Publication in the Harold Journal.** We issue a press release with a route map and times to the Logan Harold Journal in time for publication before the event.

### **14) Fire prevention**

We have never experienced a fire at the Lewiston Fairgrounds or at a rest stop. However, should a fire occur, BARC has radio communications with the local fire department. Fires are not permitted in the camping area of the Lewiston Fairgrounds or any of the rest stops. The Friday evening entertainment at the Fairgrounds includes a fire dance troupe, which has been approved by the Lewiston City Council. The Lewiston fire station is next door to the fairgrounds.

### **15) Liability insurance**

We purchase liability insurance naming every state, county and municipal jurisdiction that a course runs through and every private venue.

All riders and volunteers are required to read, acknowledge and accept the Release and Waiver of Liability, Assumption of Risk, And Indemnity Agreement. The Agreement in part, requires the participants to acknowledge and take responsibility for the risks involved in riding a bike on the road with other road users including motor vehicles.

### **16) Special event permits**

We obtain a special event permit from every jurisdiction that requires one.

- Utah Dept of Transportation
- Idaho Transportation Department
- Cache County, UT
- Lewiston City, UT
- Logan City, UT
- Preston City, ID
- Bear River Health Dept

If we have a rest stop in a jurisdiction that does not require a special event permit or in a private venue, we obtain express written permission.