BOARD OF COUNTY COMMISSIONERS
SARPY COUNTY, NEBRASKA

RESOLUTION FOR SPECIAL EVENT ROAD USE PERMIT FOR THE SHARP RACE TOWARDS BRAIN ANEURYSM AWARENESS 5K AND ONE MILE RACES TO BE HELD ON SEPTEMBER 16, 2018 IN SARPY COUNTY, NEBRASKA

WHEREAS, pursuant to Neb. Rev. Stat. § 23-104(6), the County has the power to do all acts in relation to the concerns of the County necessary to the exercise of its corporate powers; and,

WHEREAS, pursuant to Neb. Rev. Stat. § 23-103, the powers of the County as a body are exercised by the County Board; and,

WHEREAS, on May 8, 2018, by Resolution 2018-130, the County Board adopted and enacted the Special Event Road Use Policy that established a more formal application process for road use events; and,

WHEREAS, the Planning Department has reviewed the Special Event Road Use Permit application from Sarina McNeel of the Brain Aneurysm Foundation for A SHARP Race Towards Brain Aneurysm Awareness 5k and one mile race events, which will use portions of Sarpy County streets, specifically 126th St, Ballpark Way, 123rd St, and Lincoln St.

NOW, THEREFORE, BE IT RESOLVED BY THE SARPY COUNTY BOARD OF COMMISSIONERS THAT this Board makes the following findings of fact:

1. An Application for the Special Event Road Use Permit was received by Sarpy County and administered to appropriate county departments on August 24, 2018, pursuant to Resolution 2018-130, for comments.

2. The Applicant has addressed any comments and concerns that were raised.

3. The Planning Department has made a recommendation for approval as noted in the attached Ex. “A”, which Exhibit “A” includes the Planning Department report, the Special Event Road Use Application, Race Route and Traffic Control Plan, Certificate of Insurance, and Comments Received from Reviewing Entities.

4. The Special Event Road Use Permit complies with Resolution 2018-130.

The above Resolution was approved by a vote of the Sarpy County Board of Commissioners at a public meeting duly held in accordance with applicable law on the ________ day of September, 2018.

Attest

Sarpy County Board Chairman

County Clerk
I. GENERAL INFORMATION

A. APPLICANT:
The Brain Aneurysm Foundation
Sarina McNeel, Race Director
3924 S 191st Street
Omaha, NE 68130

B. EVENT DESCRIPTION: A SHARP Race Towards Brain Aneurysm Awareness -- 5k and 1 mile races that starts and finishes at Werner Park. The route loops Werner Park utilizing Lincoln Street, S. 123rd Street, Ballpark Way, and S. 126th Street.

C. DETAILS:

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<th>Date</th>
<th>Sunday, September 16, 2018</th>
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| Time       | Set up: 6:00 am  
Race start: 10:00 am  
Clean up: 11:30 am |
| Route      | Loop around Werner Park utilizing Lincoln Street, S. 123rd Street, Ballpark Way, and S. 126th Street (see attached maps for affected streets) |
| Estimated # of Participants | 500-600 |
| Estimated # of Volunteers | 30-50 |
| Estimated # of Spectators | 100-200 |
| Sound System | D.J. inside of Werner Park |
| Types of Barricades to be Used | Cones, signs and volunteers; passage on roadways will not be blocked; through traffic on Lincoln Road will still be possible. |
| Water & Medical Support | Werner Park will provide first aid and about half of the volunteers and organizers are nurses and physicians. There will be a water station that participants pass twice during the 5k race in addition to water and snacks at the finish line and front gate. |
III. ANALYSIS / STAFF COMMENTS

A. GENERAL COMMENTS:

This will be the 6th annual A SHARP Race Towards Brain Aneurysm Awareness event. It will utilize the same race routes as last year’s event. In the past, the event has been coordinated with the Sarpy County Public Works and Sheriff’s Offices to obtain the necessary approvals. On May 8, 2018, by Resolution 2018-130, the County Board adopted and enacted the Special Event Road Use Policy that established a more formal application process for such events. The policy requires application review by appropriate County departments as well as any other jurisdictions affected by the event. Once comments are received and addressed by the applicant, the application is scheduled for consideration by the County Board.

The application for the 2018 A SHARP Race Towards Brain Aneurysm Awareness has been routed to the appropriate entities as required, and the applicant has addressed any comments/concerns that were received. Copies of any written responses are attached for your information.

B. PUBLIC NOTIFICATION:

The Special Event Road Use Policy requires the applicant to provide notice to residents directly impacted by the road closure(s). The applicant must provide proof of such notice to the County at least ten (10) days in advance of the event.

The applicant will hand deliver a flyer to residents in the North Shore and Cove neighborhoods prior to the race and message boards will be used along the route notifying the public of the upcoming event as well. A copy of the flyer will need to be submitted to the Sarpy County Planning Department prior to the race.

C. LIABILITY INSURANCE:

The applicant submitted a Certificate of Insurance indicating limits of liability of $1,000,000 for each occurrence and a general aggregate limit of $2,000,000 and umbrella/excess liability of $3,000,000, which meets the County’s requirements within the Special Event Road Use Policy.

IV. STAFF RECOMMENDATION:

Staff recommends APPROVAL of a Special Event Road Use Permit for A SHARP Race Towards Brain Aneurysm Awareness Event as described in the application as it is in compliance with the County’s Special Event Road Use Policy.

V. ATTACHMENTS TO REPORT:

1. Special Event Road Use Application
2. Race Route and Traffic Control Plan
3. Certificate of Insurance
4. Comments Received from Reviewing Entities

VII. COPIES OF REPORT SENT TO:

1. Sarina McNeel, Applicant
2. Public Upon Request
SARPY COUNTY PLANNING & BUILDING DEPT.
1210 GOLDEN GATE DRIVE, #1240
PAPILLION, NE 68046
PHONE: 402-593-1555  FAX: 402-593-1558
E-MAIL: PLANNING@SARPY.COM

SPECIAL EVENT ROAD USE APPLICATION

In order for your application to be considered COMPLETE, please answer all applicable questions and provide the following:
1. Completed Application
2. Site Map
3. Route Map
4. If applicant is organizing event on behalf of another organization, please provide:
   - Name of Organization
   - Endorsement Letter from the organization on official letterhead authorizing applicant to act on their behalf
5. Attached statement signed by applicant
6. Please carefully review attached Special Event Road Use Permit Policy.

PLANNING STAFF USE ONLY:
APPLICATION #: SEP 18-005
DATE RECEIVED: 8-16-18
FEE: $250 RECEIPT NO. 1910-18
RECEIVED BY: ____________________________

EVENT NAME: A SHARP Race Towards Brain Aneurysm Awareness

EVENT DATES: Sunday Sept. 16, 2018

ORGANIZATION NAME: The Brain Aneurysm Foundation E-MAIL: kathleen@bafound.org

ADDRESS: 269 Hanover St, Bldg 3 CITY/STATE-ZIP: Hanover, MA 02339
MAILING ADDRESS: 3924 S. 191st St CITY/STATE-ZIP: Omaha, NE 68130
(PHOLE) (IF DIFFERENT)
PHONE: 888-272-4602 FAX: 781-826-5566

APPLICANT NAME/TITLE: Race Director E-MAIL: asharprrace@gmail.com

ADDRESS: 3924 S. 191st St CITY/STATE-ZIP: Omaha, NE 68130
MAILING ADDRESS: Same CITY/STATE-ZIP: Same
(PHOLE) (IF DIFFERENT)
PHONE: 402-1092-2666 FAX: N/A

EVENT ORGANIZER NAME (if different than applicant): E-MAIL:

ADDRESS:
MAILING ADDRESS: (IF DIFFERENT)
PHONE:
FAX:
EVENT DESCRIPTION: Fundraising event with a 5K + 1 mile event. All activities to occur within Werner Park except 5K + 1 mile. (See attached route maps.)

STREETS TO BE USED (e.g., 126th St. from Hwy. 370 to Lincoln Rd.):
126th Will not be closed. Nor will Lincoln Rd. (See attached route map). Course will use sidewalks around Werner Park on Ball Park Way + 126th.
We will use bike path on Lincoln 126th-123rd then course will follow 123rd to Ball Park to 120th to Lincoln, back to 370, back to Ball Park then back to Stadium.

TIMES OF EVENT:
SET-UP: 6 am
ACTUAL TIME OF EVENT: 10:00 am
CLEAN-UP: 11:30 am

ESTIMATED # OF PARTICIPANTS: 500-600

ESTIMATED # OF VOLUNTEERS: __________

ESTIMATED # OF SPECTATORS: 100-200

SOUND SYSTEM TO BE UTILIZED: DJ inside Werner Park

TYPES OF BARRICADES TO BE USED (e.g., cones, signs, etc.)
INCLUDING LOCATIONS WHERE THEY WILL BE PLACED - ATTACH MAP IF NECESSARY:

Cone, signs, volunteers 126th-Ball Park, 126th-370, 126th-Lincoln, 123rd-Lincoln

* Would love to have street barricades at least at 120th+370 + at 126th + Ball Park Way. If at all possible, at 120th + Lincoln and 123rd + Lincoln.

* We will have signs + volunteers at 120th+Lincoln, but passage will not be blocked. Thru traffic on Lincoln Rd will be possible.

ADDITIONAL INFORMATION - APPLICANT MUST PROVIDE:

☐ SITE MAP
☐ ROUTE MAP
☐ DOES THE EVENT CROSS JURISDICTIONAL BOUNDARIES (CITIES)? ______ IF SO, PLEASE PROVIDE COPY OF APPROVED PERMIT FROM THAT JURISDICTIONAL AUTHORITY
☐ INDICATION OF WHETHER OR NOT APPLICANT IS ORGANIZING EVENT ON BEHALF OF ANOTHER ORGANIZATION – IF SO PROVIDE THE FOLLOWING:
  ☑ NAME OF ORGANIZATION
  ☑ ENDORSEMENT LETTER FROM THE ORGANIZATION ON OFFICIAL LETTERHEAD AUTHORIZING APPLICANT TO ACT ON THEIR BEHALF
☐ ATTACHED STATEMENT MUST BE SIGNED BY APPLICANT
SARPY COUNTY SPECIAL EVENT ROAD USE PERMIT POLICY

An application to use Sarpy County Road for special events must be submitted at least sixty (60) days prior to the event in order to allow enough time to properly process the application and for the time needed to provide notice to adjoining neighborhoods, if applicable.

Amendments to the applications may be considered if submitted at least twenty (20) days prior to the event. Rescheduling of an event will be at the discretion of the County and will be subject to the same route review and approval process.

One application shall be submitted per event.

The application fee for a Special Event Use Permit shall be $250.

Permits shall be issued on a first come first serve basis, provided the event complies with all terms and conditions of the permit. Inaccurate or incomplete applications may result in the denial of a permit. In addition to other criteria that may be considered by Sarpy County, permits may be denied if the event, in prior years, has received complaints regarding the event or matters related to the issuance of a prior permit.

The County reserves the right to give priority to a County-Sponsored Community Event. If you wish to inquire as to the possibility of County-Sponsorship for your event, please contact the Sarpy County Tourism Department at (402)332-5771.

Unless otherwise specified, all permits shall be granted for specified times and uses and do not entitle the applicant to have rights to a presence in any of the County’s events or other public/private scheduled events or other non-routine uses of County property without the County’s written consent. Specific days and/or times, locations, and other operating conditions may be applied or imposed as conditions of use, and must be adhered to throughout the duration of the permit period unless otherwise mutually agreed to in writing by both parties.

All inquiries about Special Event Use permits shall be made to the Planning Department at (402)593-1555. All Applications for Special Event Use permits shall ultimately be approved or denied by the Sarpy County Board of Commissioners.

Rules and Regulations:

Any applicant that does not adhere to the rules and regulations set forth shall be subject to denial of a permit and/or revocation of a permit.

1. No events shall substantially interrupt the functions of emergency services.
2. The conduct of the proposed activity shall not cause injury to persons, damage property, provoke disorderly conduct, or create a nuisance.
3. The permittee shall be responsible for providing, installing, and removing any necessary barricading, after such barricading locations have been reviewed and approved by the County Public Works Department.
4. The permittee shall be responsible for cleanup of the event location, during and immediately after the event.
5. Amplified sound shall be directed away from residences and must comply with Sarpy County Ordinance 2-1-01, Disorderly Conduct. The proposed location of the sound system, direction of the sound and location of all speakers must be identified on the site map submitted with the application. The source of the amplified sound must also be identified in the application.
6. The placement of portable toilets, tents, or canopies shall not be permitted along County Roads. This does not prohibit the placement of hydration stations along the event route.

7. Permittee shall not affix or fasten any rope, sign, banner, flyer, or other object to any tree, shrub, road sign, or other similar fixtures on County owned property or within the public right-of-way, without prior County approval.

8. Permittee shall provide notice to the residents directly impacted by the road closure(s). Proof of notice must be provided to County by Applicant at least ten (10) days in advance of the event.

9. Events, including set-up times and clean-up times, shall run between the hours of 6:00AM and 9:00PM each day unless other specific permission has been granted.

10. Adequate equipment and medical support shall be available onsite. Recovery areas with water and first aid supplies shall be set up and staffed.

11. The permittee shall ensure that the resolution issued and signed by the County Board granting permission to use the County Roads will be available for viewing during the event.

12. Commercial General Liability Insurance shall be provided by the applicant. Coverage shall include liability coverage addressing the Contractor’s operations. The coverage must protect against claims for damages resulting from bodily injury, including death, personal injury and property damage. The minimum acceptable limits of liability shall be $2,000,000 each occurrence. If the coverage contains a general aggregate, such limit shall not be less than $5,000,000.

13. A certificate of insurance must be provided to the Sarpy County Clerk at least fifteen (15) days before the event.

14. The use of State Highways shall not be permitted.
I, the applicant, do hereby agree that:

1. All answers given and statements made by me on this application are complete and true to the best of my knowledge and beliefs.

2. The Event is not sponsored or co-sponsored by the County, unless separately agreed to, and the County shall have no responsibilities for the Event, its operations, cleanup, the barricading of streets or street intersections, required street closing/detour/warning signs, traffic control, personnel, police or law enforcement escort services, or emergency rescue services. The Event instead is solely sponsored by the applicant/organizer, and the applicant/organizer shall be solely responsible for the Event and any and all matters associated with the Event, including, but not limited to, operations and cleanup.

3. The applicant/organizer shall provide the County with proof of in force general liability insurance with a minimum of $2,000,000 per occurrence coverage for the Event which designates the County as an additional insured. If the coverage contains a general aggregate, such limit shall not be less than $5,000,000.

4. The County and its employees, personnel, agents, officers, and elected officials shall not be responsible for providing traffic control for the Event. Any traffic control utilized by the applicant/organizer shall be at the applicant/organizer’s sole expense and approval must be obtained from the Sarpy County Sheriff’s Office prior to the employment of any traffic control measures therewith. However, the approval of such traffic control plan does not hold the SCPO liable for any injuries or damages related to the plan design.

5. The applicant/organizer shall indemnify and hold harmless the County and its employees, personnel, agents, officers, and elected officials from any and all liabilities, claims, damages, personal injuries or deaths, property damage, causes, causes of action, litigation, lawsuits, costs, expenses, attorney fees, and the duties, indemnification, defense arising as a result of the event; excluding any and all liabilities, claims, damages, personal injuries or deaths, property damage, causes, causes of action, litigation, lawsuits, costs, expenses, and attorney fees resulting from the direct acts or omissions of the County and its employees, personnel, agents, officers and elected officials.

Finally, I agree to be bound by the above terms as a condition to the issuance of the Road Use Special Event Permit.

Applicant Signature

[Signature]

Date

Aug 16, 2018

Applicant Name (please print)

Sarina McNeel
August 16, 2018

Sarpy County Planning & Building Dept.
1210 Golden Gate Drive, #1240
Papillion, NE 68046

To Whom it May Concern;

Please be aware that Sarina McNeel has the foundation’s permission to act on our behalf at the upcoming A Sharp Race to be held on September 16, 2018 at Werner Park, 12356 Ballpark Way, Papillion, NE 68046.

If you need anything further, please feel free to contact me directly at 781-826-5556.

Sincerely,

[Signature]

Kathleen Monahan
Event Coordinator
**Certificate of Liability Insurance**

**DATE (MM/DD/YYYY):** 08/21/2018

**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 endorsements.

**Producer:**
- **Gordon Atlantic Insurance**
- **306 Washington Street**
- **Norwell, MA 02061**
- **Margaret Kudla**
- **(781)659-2262**
- **meg@gordonatlanticinsurance.com**

**Insured:**
- **Brain Aneurysm Foundation Inc.**
  - **269 Hanover St. Bldg. 3**
  - **Hanover, MA 02339**

**Certification Number:** 18-19 Master

**Coverages**

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**Workers Compensation and Employers' Liability**

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**Certificate Holder:**
- **Sarpy County**
- **Planning & Building Dept.**
- **1210 Golden Gate Drive # 1240**
- **Papillion, NE 68046**

**Cancellation:**

**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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6TH ANNUAL
A SHARP RACE
Towards Brain Aneurysm Awareness

Join us for a 5K timed Run/1 Mile walk/fun run to support research and provide education on brain aneurysm awareness in the Nebraska area. Enjoy family friendly activities, raffles and a silent auction!

SUNDAY, SEPTEMBER 16, 2018
Werner Park | 12356 Ballpark Way | Papillion, NE

Early bird registration fee:
$25 until 4/2/18

Regular registration fee:
$30 through 8/26; after 8/26 fee will be $35
Register by 8/26/18 to receive a t-shirt!

Note: Each participant will receive a t-shirt with registration fee paid on or before 8/26/18.
Only paid runners receive a timing chip, bib & T-shirt.
Additional t-shirt purchase available at registration in Adult and Youth sizes for $15

To register or donate to the event please scan the QR Code or go to: give.bafound.org/SharpRace

ALL PROCEEDS TO BENEFIT: Nebraska Medicine
BRAIN ANEURYSM FOUNDATION
Raising Awareness. Ending Fear.
Dear North Shore Neighbors,

On Sunday, September 16th approximately 600-700 runners & walkers from the region will be participating in a 5k and 1 Mile event at Werner Park. The event starts and finishes inside Werner Park and will involve a few temporary road closures along the neighboring roads as listed below. (Please see map below for actual route).

**ROAD CLOSURES/DETOURS**
- Ballpark Way from 126th-120th from 6am-noon
- 123rd Street from Ballpark Way to Lincoln Road from 6am-noon
- 120th Street from Hwy 370 to Lincoln Road from 6am-noon

**Please note:** Lincoln road will be open to through traffic from 114th Street to 126th street all day, BUT Participants **WILL BE USING** the South side bike path from the 126th street round-a-bout to 123rd street from 10am -noon *cones, signs, and volunteers will be present to ensure participant safety and easy traffic flow for residents!

**Please Note:** 126th Street will be open to thru traffic from Hwy 370 to Lincoln Road all day. BUT Participants **WILL BE USING** the sidewalks in front of Werner Park from Ballpark Way to the round-a-bout at Lincoln Road from 10am-noon.*cones, signs, and volunteers will be present to ensure participant safety and easy traffic flow for residents!

We ask that you please be courteous to our participants as they help us raise awareness and funds for an important cause! We will do everything possible to ensure minimal inconvenience to the residents and want to thank you for your cooperation in creating a safe environment!

Yours Truly,
Sarina McNeel
Race Director
http://give.bafound.org/SharpRace
asharprace@gmail.com
The SCSO is good with this request.

Thanks,
Dennis

From: Kelly Jeck
Sent: Friday, August 24, 2018 12:13 PM
To: Dan Hoins <dhoins@sarpy.com>; Scott Bovick <sbovick@sarpy.com>; Megan Barrett <mbarrett@sarpy.com>; Brian Hanson <bhanson@sarpy.com>; Denny Wilson <dwilson@sarpy.com>; Pat Dowse <pdowse@sarpy.com>; Rod Ripley <rripley@sarpy.com>; Nicole Spitzenberger <nspitzenberger@sarpy.com>; Andrea Gosnold-Parker <aparker@sarpy.com>; Kayla Harchote <kharchote@sarpy.com>; Jeff Davis <jjeff@sarpy.com>; Greg London <glondon@sarpy.com>; Dennis Svoboda <dsvoboda@sarpy.com>; Lynn Marshall <lmmarshall@sarpy.com>; 'Jeff Thompson' <jeff@sarpy.com>; 'Laster, Lori Ann' <llaster@sarpy.com>; 'agrint@papillion.org' <agrint@papillion.org>; Mark Stursma <mstursma@papillion.org>; 'kathleenE@omahastormchasers.com' <kathleenE@omahastormchasers.com>; Bill Bowes <bbowes@sarpy.com>; 'Todd Moffett' <tmoffett@sarpy.com>
Cc: Bruce Fountain <bfountain@sarpy.com>; Donna Lynam <dlynam@sarpy.com>
Subject: Planning Review - Special Event Road Use Permit - A Sharp Race

The Brain Aneurysm Foundation has submitted an application for consideration of a Special Event Road Use Permit for an event known as A Sharp Race Towards Brain Aneurysm Awareness, a fundraising event with a 5K run and 1 mile walk/run within and around Werner Park (see route maps). The event date is Sunday, September 16, 2018. This application is slated to go before the County Board on September 11, 2018. Please review the application (or route to your appropriate personnel to review) and send any comments/concerns to the Planning Department prior to August 30, 2018. If you need additional information, please contact our office to request.

Thank you,

Kelly Jeck
Planning & Zoning Assistant
Sarpy County Planning Department
1210 Golden Gate Drive
Papillion, NE 68046
kjeck@sarpy.com