



Special Event Permit

2024-01

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: **Cow-A-Bunga Race**
 Event Type: 1 Mile, 5k, &10K Runs
 Event Date(s): May 18, 2024

Promoting Entity: Richmond City
 Applicant: Holly Jo Karren
 Phone: 435-994-4814
 Email: hkarren@richmondutag.org

[Signature] 2/26/24
 Approved by: Land Use Authority 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. Public safety will be handled by the Smithfield Police & Fire Departments as outlined in the application. Event organizers and runners must allow access for emergency vehicles as necessary.

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.

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.

Holly Jo Karren 2.26.2024
 Accepted by: Applicant Date



Aaron Thaxton <aaron.thaxton@cachecounty.gov>

Special Event Permits - May 2024 - Comments

4 messages

Aaron Thaxton <aaron.thaxton@cachecounty.gov>

Tue, Feb 6, 2024 at 2:01 PM

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

Good Afternoon,

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

[Black and White Days Stampede](#) - Bike Race - May 18th[Cow-A-Bunga Race](#) - Foot Race - May 18*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 **Tuesday, February 20th.**

Let me know if you have any questions.

Thanks you,

--

Aaron Thaxton

Permit Technician

Cache County Development Services

435-755-1650

179 North Main Logan, UT 84321

2 attachments**Application_2024 Cowabunga Race.pdf**

1066K

**Application_2024 Stampede BikeRace.pdf**

1003K

Troy Fredrickson <troy.fredrickson@cachecounty.gov>

Tue, Feb 6, 2024 at 3:26 PM

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

Troy Fredrickson
Deputy Fire Marshal
Cache County Fire District
[1020 E 600 N](#)
[Hyrum UT 84319](#)
(435) 755-1676
(435) 770-6099

[Quoted text hidden]

2 attachments**2023 Black and White Days Stampede Bike Race.docx**

88K



2024 Cow-A-Bunga Race.docx

88K

Jacqui Shelton <jshelton@brhd.org>
To: Aaron Thaxton <aaron.thaxton@cachecounty.gov>

Fri, Feb 9, 2024 at 9:29 AM

Good morning,
These events are not anticipated to have the number of participants and attendants that would require a mass gathering permit.

On Tue, Feb 6, 2024 at 2:02 PM Aaron Thaxton <aaron.thaxton@cachecounty.gov> wrote:

[Quoted text hidden]

Matt Phillips <matt.phillips@cachecounty.gov>
To: Aaron Thaxton <aaron.thaxton@cachecounty.gov>

Mon, Feb 12, 2024 at 7:51 PM

Aaron,
Engineering has no comments.

Matt Phillips, P.E., CFM
Cache County Public Works
Public Works Director
179 North Main St, Suite 305
Logan UT, 84321
[435-755-1639](tel:435-755-1639)
matt.phillips@cachecounty.gov

On Tue, Feb 6, 2024 at 2:02 PM Aaron Thaxton <aaron.thaxton@cachecounty.gov> wrote:

[Quoted text hidden]



CACHE COUNTY FIRE DISTRICT

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

To: Angie Zetterquist
From: Troy Fredrickson
Re: Cow-A-Bunga Race

02-06-24

There is no issues from Cache County Fire District.

In the past there has been a problem in other events participants were not yielding to emergency vehicles when they were responding to an emergency.

Please advise participants to yield to emergency vehicles.

Rod Hammer
Fire Chief

Jason Winn
Deputy Chief

Rod Kearl
Asst. Chief

Craig Buttars
Fire Board

Gordon Zillies
Fire Board

Dave Erickson
Fire Board



Application: Special Event Permit

Date Received:	By:	Receipt #:	Check #:	Amount:
2/5/2024	Aaron T	19447	CC - 9843	\$75.00

Event Information

Event: Cow-A-Bunga Race Type: Foot Race

Dates with starting/ending times: Saturday May 18, 2024 Starting @ 7:30 AM

Agent/Contact Information

Agent/Contact: Holly Jo Karren Email: hkarren@richmondutah.org

Phone: 435 994-4814 Mailing Address: PO Box 9 90 S. 100 W. Richmond, UT 84333

Name of Promoting Entity: Richmond City

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.

Holly Jo Karren Applicant 2/5/2024 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

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.
- 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: \$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.
- 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.
-

Richmond City's Black & White Day's Cow-a-bunga Race
Saturday, May 18, 2024 7:30 a.m. Start Time

LOCATION: Three separate routes are available according to participants' desire. Maps are attached. The one mile and 5K runs are contained within Richmond City limits. The 10K route begins in Richmond at State & Main, runs north on State Street as it turns into 1200 East (County). The route turns East on 11800 North to 2000 East. At 2000 East there is a short jog to the North with a turn around to head back South, turning West at 11000 North which changes to Richmond City's 500 North. The runners will then proceed back to the start/finish line in Richmond.

PARTICIPANTS: It is estimated there will be about 100 participants including officials and families encouraging runner.

PUBLIC HEALTH: This is in coordination with Richmond's Black & White Days. There are adequate facilities for the group.

PROOF OF INSURANCE: Document attached.

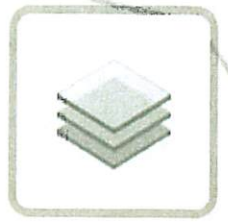
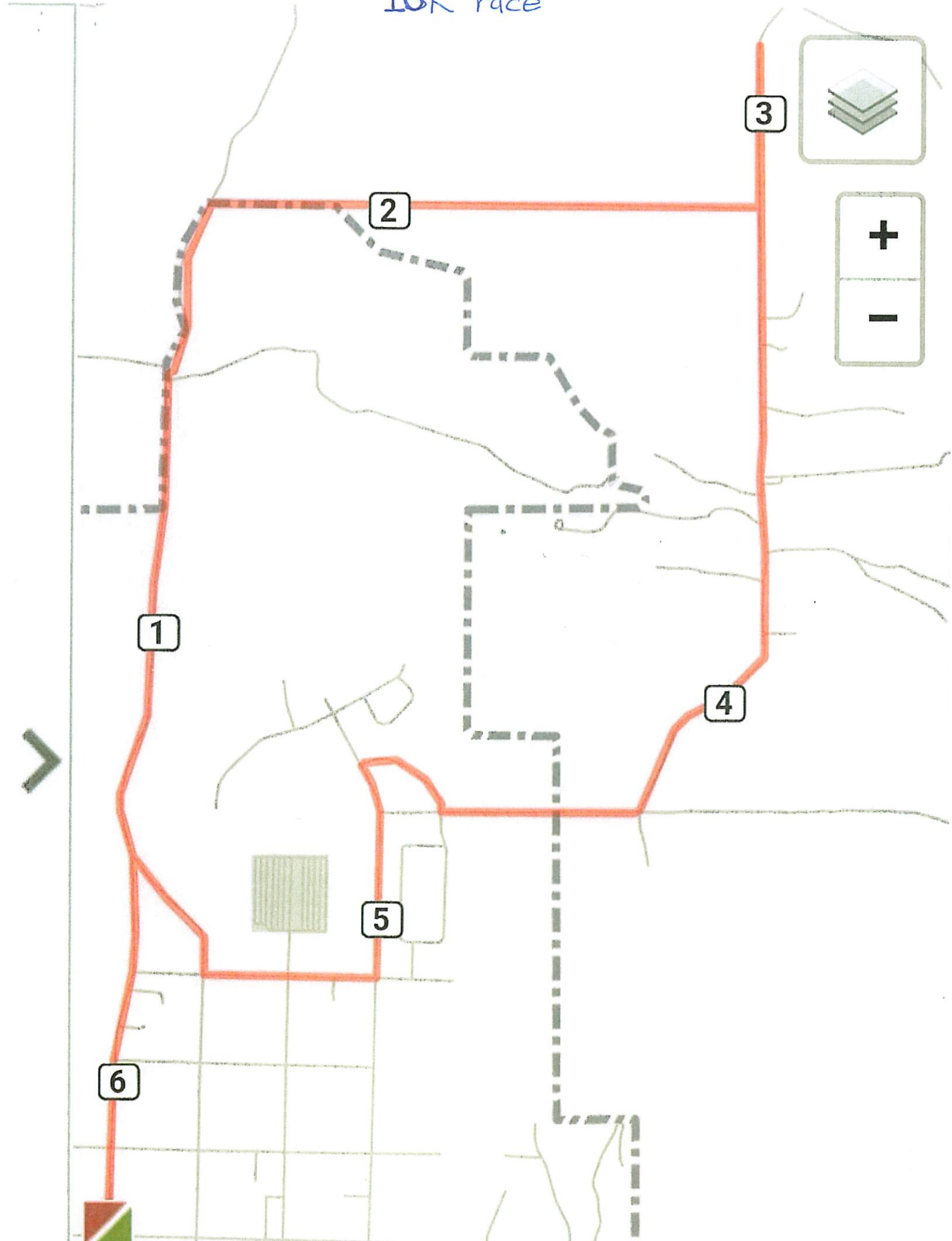
FIRE PREVENTION AND EMERGENCY MEDICAL SERVICES: Fire and EMTs are on call for the entire B&W event.

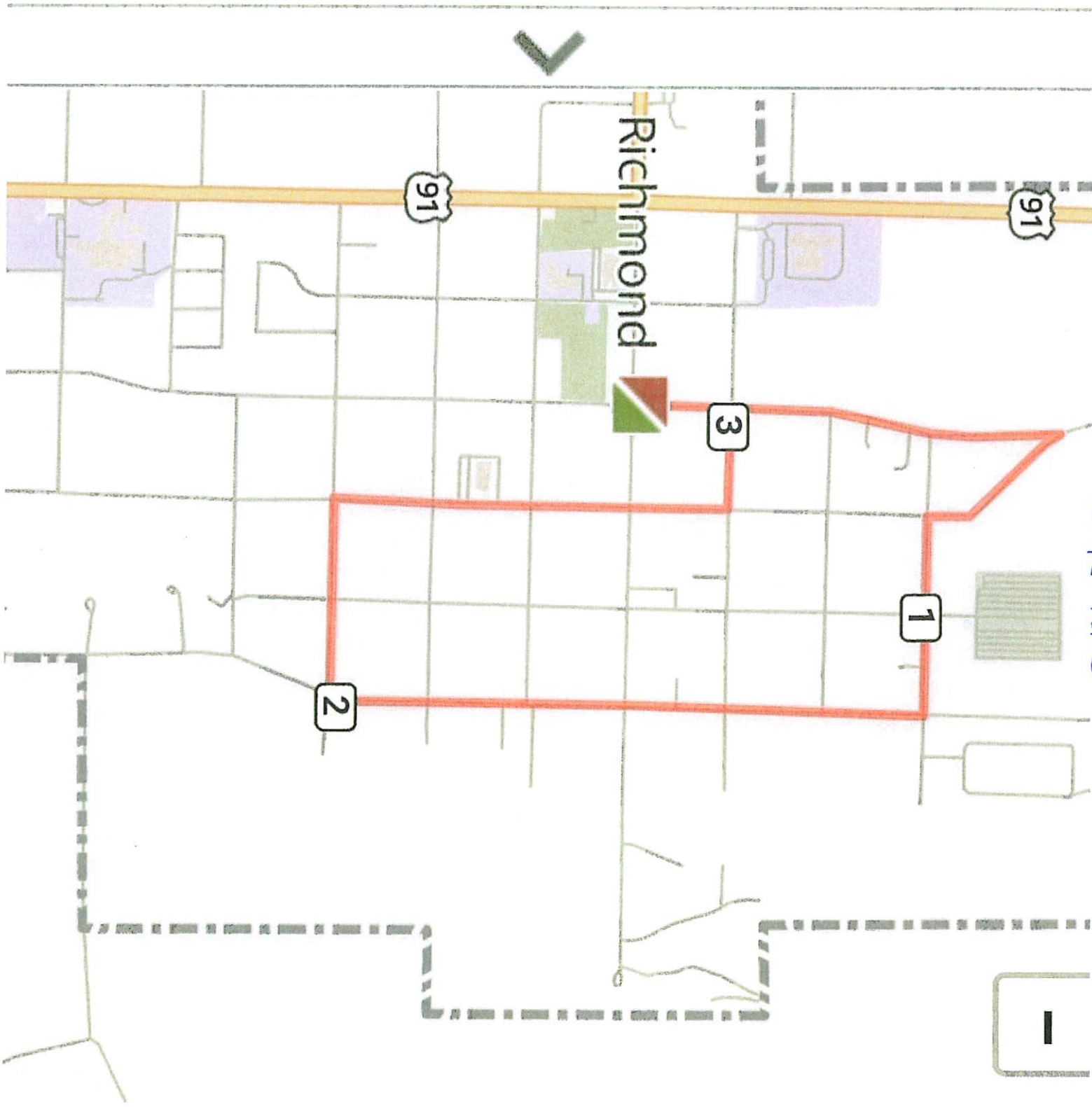
SECURITY: The City works closely with Cache County Sheriff's Office for the entire week of Tuesday through Saturday with additional deputies on hand for Saturday, the day of the Cow-a-bunga races.

FEE: Runners pay a fee of \$12.00 per person or \$40 for a family. This goes to help cover expenses. No profit is made.

PARKING: Adequate parking is available one block to the west of the starting line at the LDS Church parking lot.

10K race





Richmond

91

91

3

1

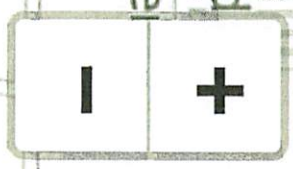
2

7-4-33



ONE MILE (W)

North



Richmond Cemetery



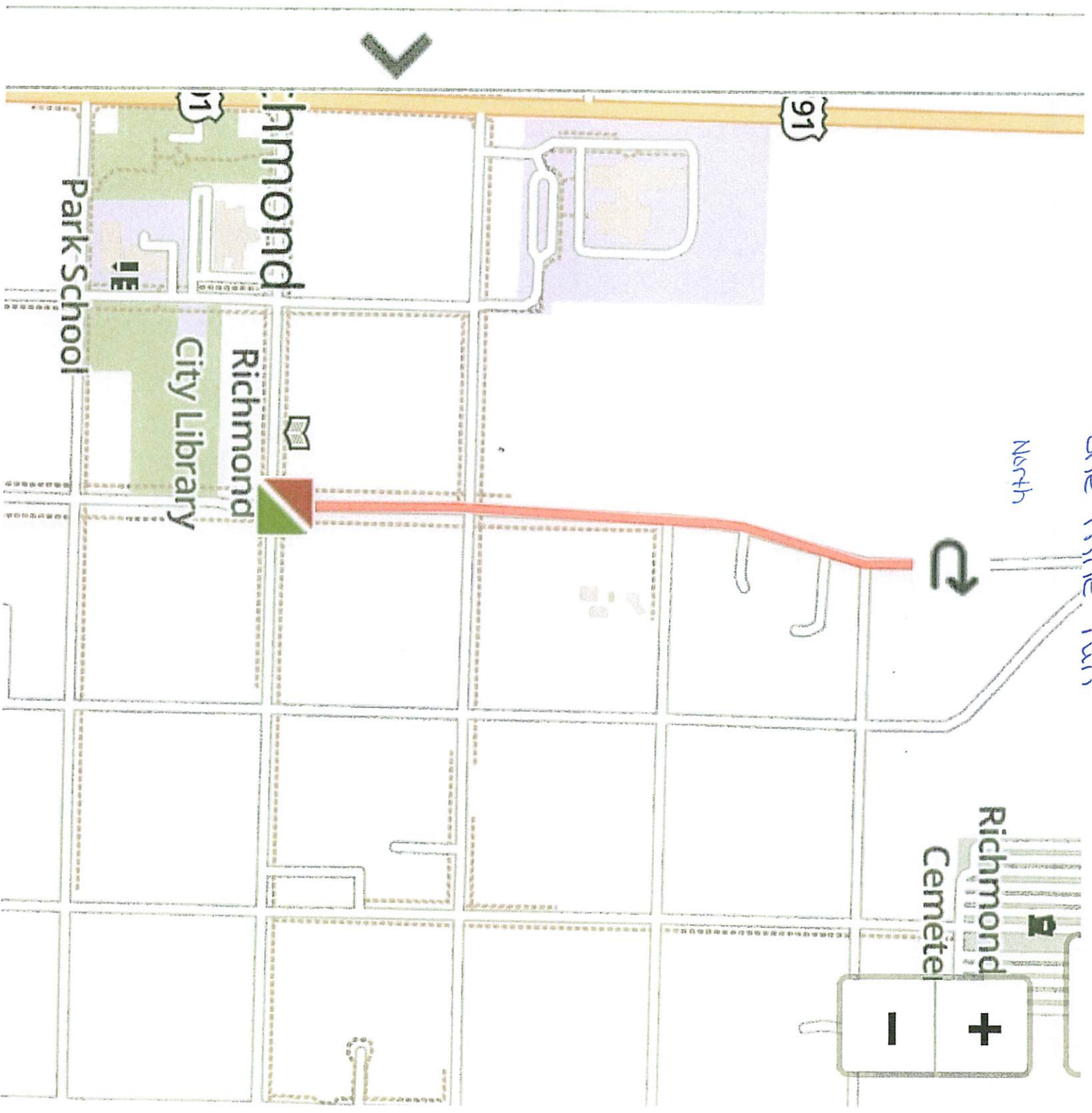
Richmond

Richmond City Library

Park School

91

11





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/04/2024

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).

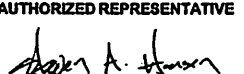
PRODUCER Utah Local Governments Trust 55 S. Highway 89 North Salt Lake UT, 84054-2054	CONTACT NAME: Underwriting Department PHONE (A/C, No, Ext): 800-748-4440 FAX (A/C, No): 801-936-0300 E-MAIL ADDRESS: underwriting@utahtrust.gov	
	INSURER(S) AFFORDING COVERAGE NAIC #	
INSURED Richmond City P. O. Box 9 Richmond UT, 84333	INSURER A: Utah Local Governments Trust	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES CERTIFICATE NUMBER: 13180_2023_104 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 <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			13180-LIABILITY	07/01/2023	06/30/2024	EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ DEDUCTIBLE \$ 0
	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY			13180-LIABILITY	07/01/2023	06/30/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ DEDUCTIBLE \$ 0
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	13180-WC	04/01/2023	03/31/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

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

CERTIFICATE HOLDER Richmond City P. O. Box 9 Richmond UT, 84333	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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