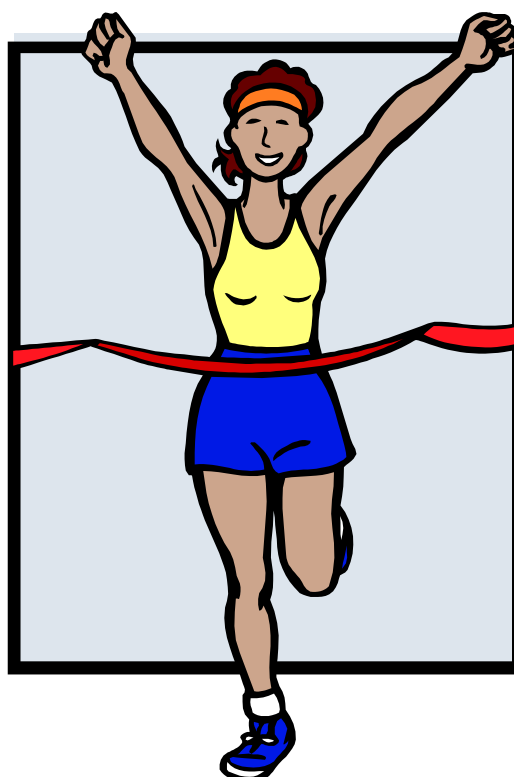




Running / Cycling Event Packet



2021

City of Pikeville & Bob Amos Running / Cycling Events

In order to achieve organizational standards for all run, walk, & cycling events, the City of Pikeville shall establish the following guidelines for all run, walk, & cycling events held with-in The City of Pikeville:

- All applications must be submitted to the Run, Walk, & Cycling Events Committee Chair (here after referred to as "The Committee") at least ninety (90) days prior to the event date for approval for City Routes and (30) days for Bob Amos Runs. Each organization will be charged a \$175.00 fee to be paid when the application is submitted that is towards all fees inclusive. ****Make checks to the City of Pikeville.**
- The application should include date, time, contact information and the route the applicant chooses to utilize. 5K run/walk events will be submitted to the Committee board for approval as soon as possible.
- All committee policies will conform to the approved City of Pikeville guidelines for requesting downtown events. The City of Pikeville is limited to only **15 run/walk/cycling events downtown**. Just because you request your event to be downtown does no guarantee that it will be held. Your event will be voted on and approved for downtown use.
- The Committee's role is to facilitate safe and fun running, walking, & cycling events for the City of Pikeville. Our success is measured by the safety of the participants, creating positive impact on local business and establishing downtown as a social hub.*

5K Committee

- The Committee board will be comprised of Seven (7) members of the community whom are familiar with run, walk, & cycling events as well as the City Director of Events.
- The Director of Events shall serve as Chair of the committee.
- The Committee should meet once a month, as soon as possible after a 5K run/walk event for evaluation and approval of future events.
- If a pending event has a file from previous years those records will be reviewed prior to approval.
- Once an event has been approved it will be added to the Events Calendar.

Evaluations

- Each run/walk and cycling event will be **EVALUATED** based on their **punctuality, cleanliness of event, event participation, public safety, and legacy of event.**
- The Committee members available to evaluate the event will fill out a form to be submitted at the next board meeting following the event. There will be an additional open discussion to be included in the applicant file for future consideration.

Insurance

- Before the application is approved, organizers need to provide proof of commercial general liability insurance or event insurance that names, as additional insured,, "the City of Pikeville, its officers, employees and agents" and any other public entities (e.g. Pike County, volunteers, etc.) impacted by your event with waiver of subrogation in regards to workers compensation. Insurance coverage must be maintained for the duration of the event including setup and cleanup dates. (NO Exceptions)*

Public Safety

- The Event Organizer is responsible for clearly displaying signage along the route to be set up in advance for their event. **NOTE: DURING THE COIVD 19 PANDAMIC – WE MUST AHEARD TO THE GOVERNORS / HEALTH DEPARTMENT GUIDELINES – WHICH ARE ATTACHED WITH THIS DOCUMENT.**

5K Run/ Walk Routes A & B

- The 2021 5K "Route A" will Start and End at The Appalachian Center for the Arts "See attached Diagram Route Map", Making use of The Apps Restrooms. The Alternate Route "Route B (See Attached Diagram)", which will start and end at the Garfield House and will make use of the Restrooms in the park. The City will make Sure the Restrooms are Open before the start of your Registration. The Organizer will also have Access to the Gazebo IF IT

IS AVAILABLE. The Organizer is Responsible for Booking the Gazebo if they need it. The City Will Provide a Tent, Table & Chairs for the Registration area at the entrance to the park on College Street.

NIGHT RACE RULES & CYCLING REGULATIONS

-The Committee and the City of Pikeville has worked with Public Safety Commissioner on having Night Races and cycling events. Under Special Safety Regulations & Guidelines, we will be allowing 4 Night races for 2021. These races will have to follow Special Safety Regulations & Guidelines, and Race Coordinator/Director will Sign off that they Agree to these Conditions:

- 1) Will use the Designed 5k Route for the NIGHT Race (Witch may be different than normal 5k route),
- 2) Will use the Lighted Wrist Bands for Provided by 5k Committee (**NOTE: A DEPOSIT IS REQUIRED IS ENSURE THE RETURN OF ALL BRACELETS, WILL ONLY BE CHARGED FOR ONES NOT RETURNED.. RACE DIRECTOR WILL COUNT IN AND OUT WITH 5K OFFICAL**).
- 3) Night Races and Cycling Events can only be scheduled the Last 2 Saturdays of the month, and are subject to approval depending traffic due to other events (NOTE- any other day other than Saturday will have to be approved by committee).

Race Director initials

Public Advertisement of Event

-All event signage and advertising must comply with City Ordinance Chapter 110

110.01 POSTING OF ADVERTISEMENTS, CAMPAIGN SIGNS OR OTHER LITERATURE; PERMIT REQUIRED.

Cancellation of Event

If organizers cancel or reschedule the date of their proposed event or any permitted elements of the event, they must notify the Committee in writing no less than 48 hours in advance of the set-up time for that event. Should personnel or other resources be dispatched to support the proposed event or an event activity that has been cancelled, the Host Organization will be assessed the cost of the services provided. Application fee will not be refunded.

Support Items

The City of Pikeville can provide a Limited number of tables, chairs & tents for Registration if needed. The City will also provide the Signage for the Route, but will need assistance from the Race Organizer to help put out.

5K Contact Information

Phillip Reed:

Safety Commissioner, City of
Pikeville
606-444-5127
preed@pikevilleky.gov

Patrick Bentley:

Fire Chief, City of Pikeville
606-444-5171
patrick.bentley@pikevilleky.gov

Chris Edmonds:

Police Chief, City of Pikeville
606-444-5144

Andy Linton:

Chairman/Director of Events
606-616-2824
andy.linton@pikevilleky.gov

Jennifer Brown

5K Committee
jbrown@rbandw.com

Debbie Freeman-Doerr

5k Committee
debbiefreemandoerr@yahoo.com

Joel Thornbury

5k committee
jthorn6@gmail.com

Allison Powers

5k committee
allisonpowers24@gmail.com

Shelebra Bartley

5k committee
shelebrabartley@bellsouth.net

Larry Miller

5k committee
larry.miller@eastkyexpo.com



5K Application

\$175 application fee required upon submittal

Application MUST BE submitted at least ninety (90) days prior to event to:

Andy Linton, Director of Events, andy.linton@pikevilleky.gov

243 Main St. Pikeville, KY 40501

5k City Route (\$175) _____ or Bob Amos Park Trail System (\$25) _____

Date of Event: _____ Alternate Date(s) _____

Name of Event: _____

Event Sponsor/Organization: _____

Contact Email info: _____ Phone: _____

IF A NIGHT RACE _____ Please initial that you read the night race rules and regulations, and agree to deposit for lighted arm bands. _____

Additional information/requests:

The City of Pikeville assumes no liability for accidents at privately held events. Before the application is approved, organizers need to provide proof of commercial general liability insurance or event insurance that names, as additional insured,, "the City of Pikeville, its officers, employees and agents" and any other public entities (e.g. Pike County, volunteers, etc.) impacted by your event with waiver of subrogation in regards to workers compensation. Insurance coverage must be maintained for the duration of the event including setup and cleanup dates. Routes may be altered to alleviate traffic flow for other events. The 5K Committee may review special requests for consideration. Please allow thirty (30) days for the review process. Following the event, each 5K will be evaluated by the committee based on clean-up effort, event participation, and punctuality. These evaluations will be used to determine priority in future events. If you plan to use signs to advertise for the event, please obtain sign permit from City Building Inspector pursuant to Chapter 110 of City Code.

PLEASE ATTACH PROOF OF INSURANCE FOR EVENT TO THIS DOCUMENT

Cancellation Policy

If organizers cancel or reschedule the date of their proposed event or any permitted elements of the event, they must notify the Committee in writing no less than 48 hours in advance of the set-up time for that event. Should personnel or other resources be dispatched to support the proposed event or an event activity that has been cancelled, the Host Organization will be assessed the cost of the services provided. Application fee will not be refunded.

2021 5K Preferred Route A

NOTE the 2020 Route Starts and Finishes in-front of The APP



2021 5K Route B

NOTE the 2020 Route Starts and Finishes in-front of the Garfield House

