




HISTORIC
FRANKLIN
TENNESSEE

ITEM #7
WRKS
03/25/14

MEMORANDUM

March 17, 2014

TO: Board of Mayor and Aldermen

FROM: Eric Stuckey, City Administrator 
Special Events Advisory Team

SUBJECT: Harpeth River Ride/Bicycle Ride Event Application

Purpose

The purpose of this memo is to outline recommendations for approval of the Harpeth River Ride Event application.

Background

The Harpeth River Ride is an annual event organized by the Harpeth Bicycle Club. The event is hosted by Nissan and will begin and end at their corporate headquarters on June 21st.

There will be a mass start at 7 a.m. with cyclists returning to Nissan intermittently throughout the day. All cyclists should return by 4:00 p.m.

Recommendations

Staff recommends approval of the event application with the following recommendations:

- Applicant will provide a \$1,000 refundable damage deposit to City prior to event.
- Applicant will provide a Good Neighbor letter which will be distributed to affected neighborhoods.
- **Risk Management:**
 - Applicant will provide certificate of insurance naming the City as additional insured.
- **Police Department:**
 - Applicant will hire eleven Franklin Police Officers to provide traffic control.
 - Due to the sporadic timing for their return to the City Limits of Franklin, officers will not be utilized to provide traffic control and riders will obey all traffic laws as instructed by Tennessee State Statute.
 - Applicant will work with Williamson County Sheriff's Office for traffic control in areas outside of the City limits of Franklin.
- **Fire Department:**
 - Franklin Fire/WCEMS bike medic team will be present at event.
 - Contact Franklin Fire Department for Tent and event inspections.
- **Solid Waste Department:**
 - Department will coordinate with applicant for clean-up at the main event held at Nissan.
- **Streets Department**
 - Applicant must use biodegradable markings on street (nothing permanent).



TO: City of Franklin Board of Mayor and Aldermen
FROM: Harpeth Bicycle Club
SUBJECT: 19th Annual Harpeth River Ride
DATE: February 17, 2014

Dear Members of the Board,

This letter is to provide information pertaining to Harpeth Bicycle Club's event application for its Harpeth River Ride to be held on Saturday, June 21, 2014. Now in its 19th year, the Harpeth River Ride is an annual bicycle ride event organized and conducted by the Harpeth Bicycle Club, a Franklin-based non-profit organization. The event is hosted by Nissan Americas and will begin and end at its corporate headquarters in Franklin. The Harpeth River Ride is a recreational ride/tour (versus race) and offers a variety of ride options for beginner through experienced cyclists. The ride will start at 7:00am with cyclists returning intermittently throughout the day, concluding at approximately 4:00pm. Approximately 1,500 cyclists are anticipated to participate in the bicycle ride, coming from locations throughout the United States. On-road support will again this year be provided by Franklin Police, Williamson County Sheriff's Office and Williamson County Medical Center EMS.

Harpeth Bicycle Club is proud to again host its annual Harpeth River Ride and have the opportunity to provide a family-friendly bicycle ride that showcases Franklin and the beautiful countryside of Williamson County.

Your consideration of our event application is appreciated. We will be happy to provide any additional information upon request.

Sincerely,

A handwritten signature in blue ink that reads "Phil Scharre".

Phil Scharre
President, Harpeth Bicycle Club

Attachment: 2014 Harpeth River Ride Event Application

OFFICE USE ONLY:
Permit No:



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CITY OF FRANKLIN EVENT PERMIT APPLICATION

Application is Due 90 Days Prior to Scheduled Event.
Please read application carefully and fully complete each section.
A non-refundable application fee of \$100 is due at time of filing.

Note: Filing this application does not guarantee that your request will be granted.

Please check all that apply:

street closure parade

other special event beer served (*separate permit required*)

Please supply the following information. For additional space, use separate sheets of paper and attach to the application.

1) Location requested (if Temporary Street Closure only, list major roads to be closed):

Aspen Grove Park Liberty Park Eastern Flank Battlefield
 Fieldstone Farms Pinkerton Park
 Jim Warren Park Harlinsdale Farm Other: NISSAN CORPORATE HEADQUARTERS

2) Name/purpose of event: 19th Annual HARPETH RIVER RIDE

3) Date or dates of event: JUNE 21, 2014

4) Time of Event: 7:00 AM TO 5:00 PM

5) Time of Street Closure (if applicable): _____

Set-Up Date/Time: _____ Tear-down Date/Time: _____

*Note: Two (2) hours will be added before set-up time and two hours (2) will be added after tear-down to allow time for clean-up. Event is responsible for payment of Franklin Police Officers during this time. Read Additional Requirements section for more information.

6) Name of Applicant and Organization Requesting Permit:

HARPETH BIKE CLUB - PHILIP SCHARRE

a) Address: 303 LAKEMONT CIRCLE, FRANKLIN, TN 37067

b) Phone: 495-4289 c) Cell: 495-4289 d) Fax: _____

e) E-mail address: PScharre@comcast.net

7) Person in charge on day of event: PHILIP SCHARRE

Cell: 495-4289 E-mail address: PScharre@comcast.net



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8) Name and Cell Number of at least two others available on day of event:

Name: FREDIA BARRY Cell: 969-2081 E-mail address: flbarry@att.net

Name: ED ATTRILL Cell: 429-0411 E-mail address: edattrill@aol.com

9) DETAILED description of event (use additional sheets):

see Attachment #1 - description
see website - www.harperthivesside.com

10) **ENCLOSE A DETAILED MAP** of event site, detailing any temporary or permanent structures, street closures, parking, etc. If applicable, list the location, blocks, streets, and/or intersections in which such event will occur. *For large-scale events, map should be obtained from the City's GIS division.*

see attachment #2

11) An estimated number of participants and an estimated number of attendees expected to attend during the course of the event:

1,200 - 1,500 cyclists, 200 volunteers

12) Please **attach a list** containing the names, addresses, and phone numbers of the Chairperson of the organization and all other persons involved in the management or control of organization and/or committee.

see attachment #3

13) Is your organization based in Williamson County? Circle Yes or No

(if no, please state where: _____)

14) Is your organization authorized to do business in Tennessee? Circle Yes or No

15) Is your organization a tax-exempt organization as described by the Internal Revenue Code Section 501(c)(3) or a not-for-profit organization? Circle Yes or No. If yes, please attach copy of IRS tax exemption letter providing proof of status.

see attachment #4

16) Will you charge an admission/participation fee (including vendors)? If yes, please specify how much per person/vendor. \$45 registration fee

17) Will any charity, gratuity, or offers be solicited or accepted during the event? Circle Yes or No

18) Is this event a fundraiser? Circle Yes or No. If yes, what organization will be benefactor of event? What percentage of funds will they receive? The side enables the Harperth

Bike Club to support its adaptive athlete program which offers cycling opportunities to blind youth and adults. The amount is determined post-ride by the club officers.

19) Will parking in the area of the event need to be restricted or prohibited? Circle Yes or No



- 20) Will any sound amplification equipment be used during the event? Circle Yes or No. If no, please skip to Question #22.
- 21) For what purpose will sound amplification be used (i.e. announcements, entertainment, etc.)?

Ride announcements and background music

- 22) What type of sound amplification will be provided (DJ, Band, etc.)? Please list all that apply.

Event announcer

- 23) During what time period is sound amplification requested? 6:00 am to 3:00 pm

- 24) If for entertainment, give details of entertainment being provided (i.e. number of musicians, type of music, amp wattage, etc.). n/a

- 25) Will any stages, amusement attractions, or amusement rides, including inflatables, be erected for the event? Circle No. If yes, Applicant must give specific details as to the location and type of games/activities, i.e. inflatables, Horseshoes, relay races, etc. along with the name of the company providing the stages and/or activities. Applicant must also include a copy of that company's insurance certificate indicating coverage and listing the City of Franklin as additional insured. ***For stages, tents, inflatables, etc. constructed on site prior to the event, that date must be included on Certificate of Insurance provided to the City of Franklin. Stages MUST be removed from site at end of event. ***Rented inflatables/interactives that are set-up and manned by applicant must be included specifically in applicant's Certificate of Insurance.

attachment 5

- 26) What, if any, vendors will be present at event? (i.e medical related, shirts, arts, etc.) Please provide detailed list. Use additional sheets.

attachment 6

- 27) Will food, beverages, or merchandise be sold or given away? Circle Yes or No. If yes, clean-up is required. Please provide name of clean-up provider, contact, and phone number of person on-site during event. See Question #28.

PHILIP SCHARRE 615-495-4289

- 28) Events under 200 participants require a \$250 refundable security deposit at the time of approval. For events over 200, a \$1000 security deposit is required upon approval. If clean-up is not done properly, the organization requesting the permit will be fined (See Attachment A). Applicant's event coordinator or representative and a City of Franklin representative will conduct a Pre-Event meeting prior to event date for Pre-Event Check List Site Review. *At the end of the event, a Post-Event Check List shall be completed by the Applicant's event coordinator, or representative, and a City of Franklin representative to re-assess the site for trash and damage, and to secure*



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with caution tape and signage (provided by event group) any tents left for removal. Damage deposit will be refunded after a satisfactory Post Event Check List has been completed and signed off on by both the City of Franklin and organization requesting event.

29) ***NOTE:** Events that include deep frying cooking oil operations are required to have a grease pit on-site and contract with a grease waste hauler to handle the grease waste and removal of the grease pit. A copy of this agreement shall be filed along with this application. The primary event sponsor is required to remove all cooking grease from the site immediately after the event. Illegal dumping of cooking grease will be prosecuted. *Please read Additional Requirements section of this application for more information.*

30) Will you require a temporary water tap? Circle Yes or No. If yes, please list exact locations:

Water hydrant located south of main entrance water obtained from Madison Valley Utility

31) Will alcohol, beer, and/or wine be given away or sold? Circle Yes or No. If yes, a permit from the relevant board is required. *Please read Additional Requirements section of this application for more information.*

32) Will your event include tents or other temporary structures, propane use, or open flames? Circle yes or no. Events using tents of size 20 x 10 or larger require permitting from Franklin Fire Department. Safety measures must be provided on all tents, especially those set-up prior to the actual event. Tents should be taken down the date the event has ended. *Please read Additional Requirements section of this application for more information.*

33) Attach Good Neighbor Letter and Mailing List used. *Please read Additional Requirements section of this application for more information.* attachment 7

TITLE VI OF THE 1964 CIVIL RIGHTS ACT

"No person in the United States shall, on the ground of race, color, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

The City of Franklin does not discriminate based on race, color or national origin in federal or state sponsored programs, pursuant to Title VI of the Civil Rights Acts of 1964 (42 U.S.C. 2000d). For more information or to file a complaint against the City of Franklin under Title VI of the 1964 Civil Rights Act, contact the Title VI Coordinator:

Risk Manager
City of Franklin
109 Third Avenue South
Franklin, Tennessee 37064
615.791.3277

The City of Franklin is committed to providing reasonable access and accommodations upon request for people with disabilities. Please call the Risk Management Department at (615)791-3277 for specific requests.



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PLEASE READ ATTACHMENTS BEFORE SIGNING APPLICATION.

- 1) I/We agree to abide by all ordinances and regulations of the City of Franklin and all conditions placed upon the event by the City Administrator and the Board of Mayor and Aldermen.
- 2) I/We do swear or affirm that all of the information given in this application is true and complete.
- 3) I/We do hereby agree to assume the defense of and indemnify and save harmless the City, its aldermen, boards, commissions, officers, employees and agents, from all suits, actions, damages or claims to which the City may be subjected of any kind or nature whatsoever resulting from, caused by, arising out of or as a consequence of such event and the activities permitted in connection there with, and to submit a certificate of insurance prior to the event in an amount acceptable to the City Administrator.
- 4) I/We agree to provide a copy of this signed Event Application to any vendors, planners, and related parties associated with the event to ensure they are familiar with the guidelines set forth herein.
- 5) I/We understand that I/we assume the responsibility of the actions of any vendors, planners, and related parties for this event.
- 6) I/We understand that granting of Special Event Permit does not imply granting of other permit that is separately required.
- 7) The application for an event permit shall be filed not less than 90 days nor more than 364 days prior to the scheduled date of such event. Suggested filing is at least 180 days prior to scheduled event. Events should not be advertised or promoted until an event permit has been obtained from the City. Failure to file in a timely manner may result in denial of a permit.
- 8) The City reserves the right to require one or more City of Franklin police officers or other emergency personnel be present at any and all events that occur within the city limits. Please budget for this request at a rate of \$30 per hour at a minimum of two (2) hours.

BY: *Shirley Seaborn, President, Harpeth Bikes Club* Date: 2-17-14
(Signature and title – must be officer of organization)

Approved by the Board of Mayor and Aldermen on _____, 20__.

Dr. Ken Moore, Mayor

Eric S. Stuckey, City Administrator

If you have questions concerning your request, please call 615-550-6606.

*
* **Return application to:** *
* City Administrator's Office *
* City Hall *
* 109 Third Ave South *
* Franklin, TN 37065 *
* 615-791-3217 *
* 615-790-0469 (FAX) *
*
*

Attachment 1

Description of Harpeth River Ride

**19th Annual Harpeth River Ride
Franklin TN
June 21, 2014**

Presented by the Harpeth Bicycle Club

The Harpeth River Ride is for bicyclists from beginner to advanced skill levels. There will be three route options (40, 62, and 100 miles) that will start at the Nissan Corporate Headquarters in Franklin and go throughout Williamson County. Each route is supported by bike club volunteers through rest stops and rider support. Traffic control is coordinated with the Franklin Police Department and the Williamson County Sheriff's Department.

The ride typically attracts 1,200 to 1,500 bicyclists mostly from the middle Tennessee area. However, the ride does attract participants from other states. The ride starts at 7:00 am and most riders finish by early afternoon.

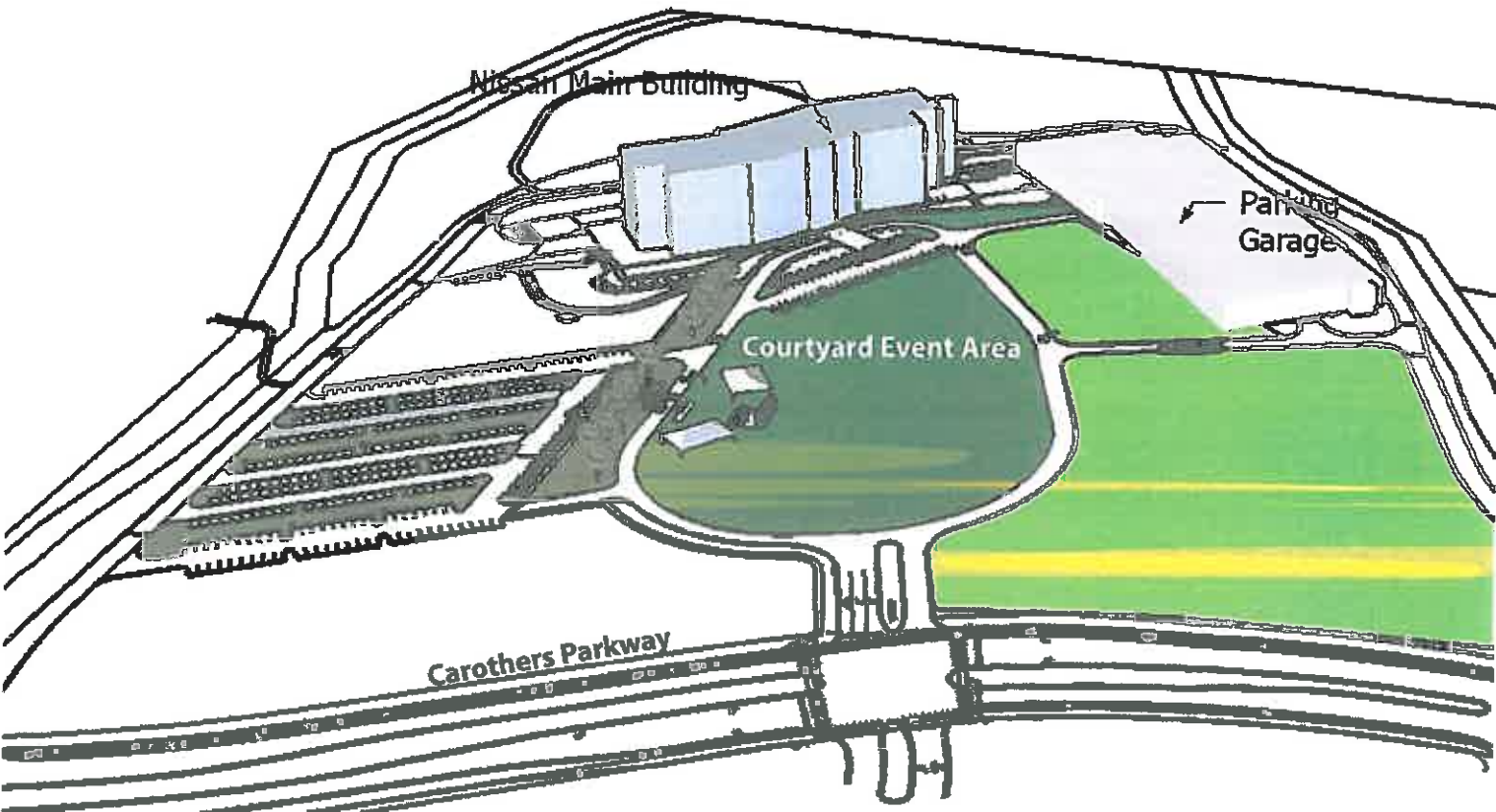
The ride is coordinated by the Harpeth Bicycle Club, a volunteer membership organization that promotes bicycling opportunities for over 600 members. Funds from the Harpeth River Ride enable the club to support its "adaptive athlete" program which offers bicycling opportunities for visually impaired youth and adults. Club members take adaptive athletes for bike rides on tandem bicycles on a weekly basis for most of the year.

Nissan has been the ride's primary corporate sponsor for five years. In addition, Publix has been an important sponsor by providing rest stop food and supplies. Many other area commercial and professional businesses are also sponsors.

2012



Attachment #2 General Site Plan at Nissan Campu



Attachment #2-44 Mile Route

HRR 2014 45-Mile Route

45.2 Miles. 3400 feet of climbing (per RideWithGPS)

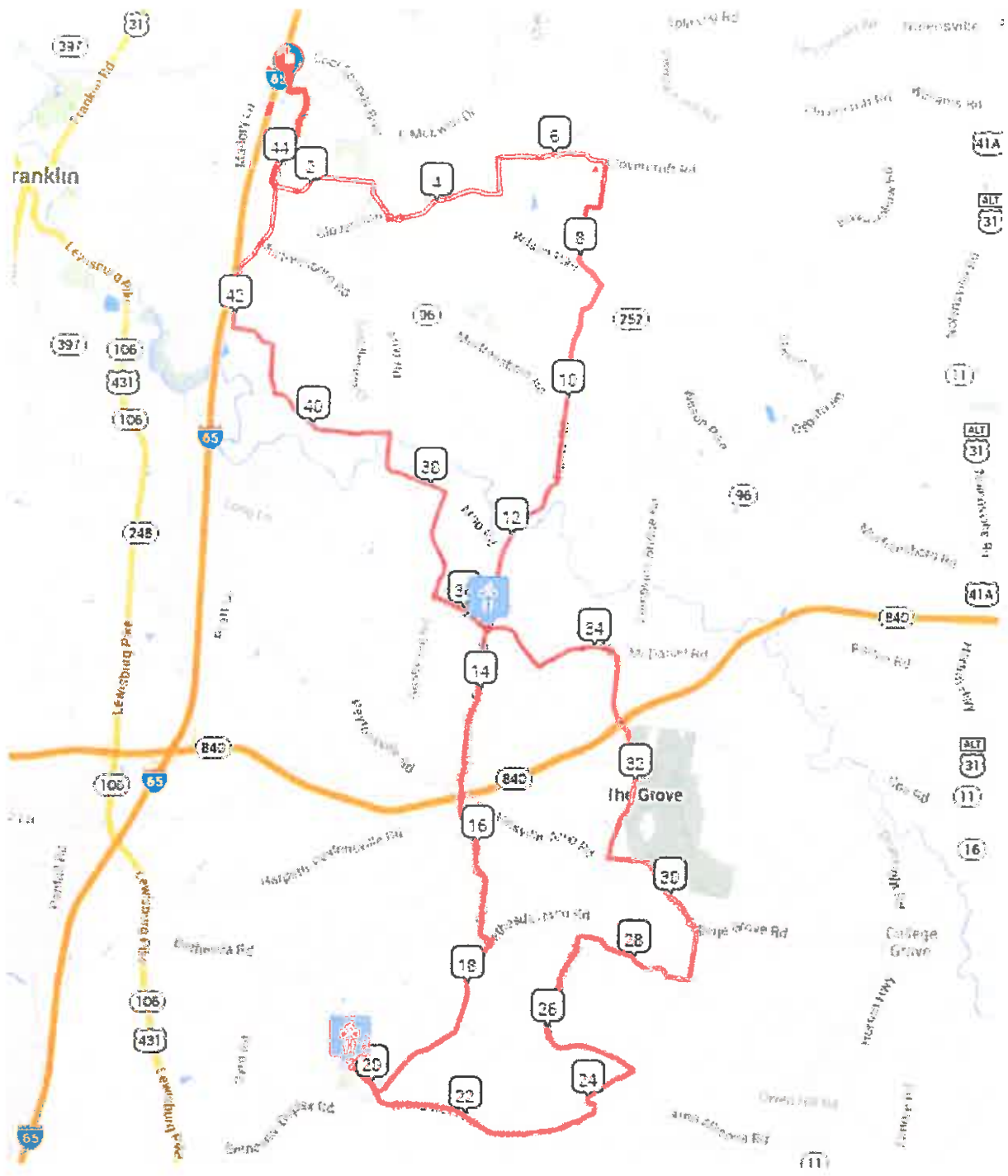
Overview

We cut through McKay's Mill to Clovercroft, then turn left to go under the first one-lane underpass on Wilson Pike. Then, we take rights on Clovercroft and Tuloss back to Wilson Pike for a bit, then head south via Trinity/Peytonsville-Trinity. The Westwood Community Baptist Church could be our first rest area – we've used them before and they're very nice, although their parking lot isn't great. Other options are the Millview Swim Club or Peytonsville Baptist Church, but Westwood's location is best if we want to get double-duty out of it. From there, we go over Cool Springs to Bethesda (second rest area), then Cross Keys to Pulltight, back north on Arno with a jog on Owen Hill/Pinkston/College Grove, then back up Arno to Meeks to Westwood again. From there, it's the usual way back (Gosey Hill, Arno, Carothers).

Leg	Dir	Type	Notes	Total
	→	Right	Turn right toward Carothers Pkwy	0.2
0.0	→	Right	Turn right onto Carothers Pkwy	0.2
1.3	←	Left	Turn left onto Liberty Pike	1.5
1.0	↑	Straight	At the traffic circle, continue straight to stay on Liberty Pike	2.4
0.5	←	Left	Turn left onto Clovercroft Rd	3.4
1.5	←	Left	Turn left onto TN-252 N/Wilson Pike - 1-lane underpass ahead	4.8
0.5	→	Right	Turn right onto Clovercroft Rd	5.3
1.4	→	Right	Turn right onto Tulloss Rd	6.7
1.5	←	Left	Turn left onto TN-252 S/Wilson Pike	8.2
0.3	→	Right	Turn right onto Trinity Rd	8.5
1.7	↑	Straight	Continue straight on Trinity Rd	10.1
2.1	↑	Straight	Continue onto Peytonsville-Trinity Rd	12.3
First Available Rest Area about mile 13 on left - Westwood Community Baptist Church				
3.2	↑	Straight	Continue onto Cool Springs Rd	15.5
1.9	→	Right	Turn right onto Bethesda-Arno Rd	17.4
2.5	→	Right	Turn right onto Bethesda Rd	19.9
0.4	←	Left	Turn left in Second Rest Area - Bethesda Elementary / Ballfields	20.3
0.0	→	Right	Turn right onto Bethesda Rd	20.3
1.8	↑	Straight	Continue onto Comstock Rd	20.8
0.3	←	Left	Comstock Rd turns slightly left and becomes Cross Keys Rd	21.1
1.5	↑	Straight	Continue onto Pulltight Hill Road	22.5
2.1	←	Left	Turn left onto Arno Allisona Rd	24.7
2.5	→	Right	Turn right onto Owen Hill Rd	27.2
1.6	←	Left	Turn left onto Pinkston Rd	28.8
0.6	←	Left	Turn left onto Arno-College Grove Rd	29.4
1.6	→	Right	Turn right onto Arno Rd	31.0
2.8	←	Left	Turn left onto Meeks Rd	33.8
Pass by Westwood Community Baptist Church Rest Area again				

0.0	→	Right	Turn right onto Crowder Rd	35.6
0.8	→	Right	Turn right onto Gosey Hill Rd	36.4
1.4	←	Left	Turn left onto Arno Rd	37.8
1.2	←	Left	Turn left onto S Carothers Rd	39.0
2.8	↑	Straight	Continue onto Carothers Pkwy	41.8
3.3	←	Left	Turn left into Nissan	45.0





Attachment #2-62 Mile Route

HRR 2014 62-Mile Route

62.5 Miles. 4600 feet of climbing (per RideWithGPS)

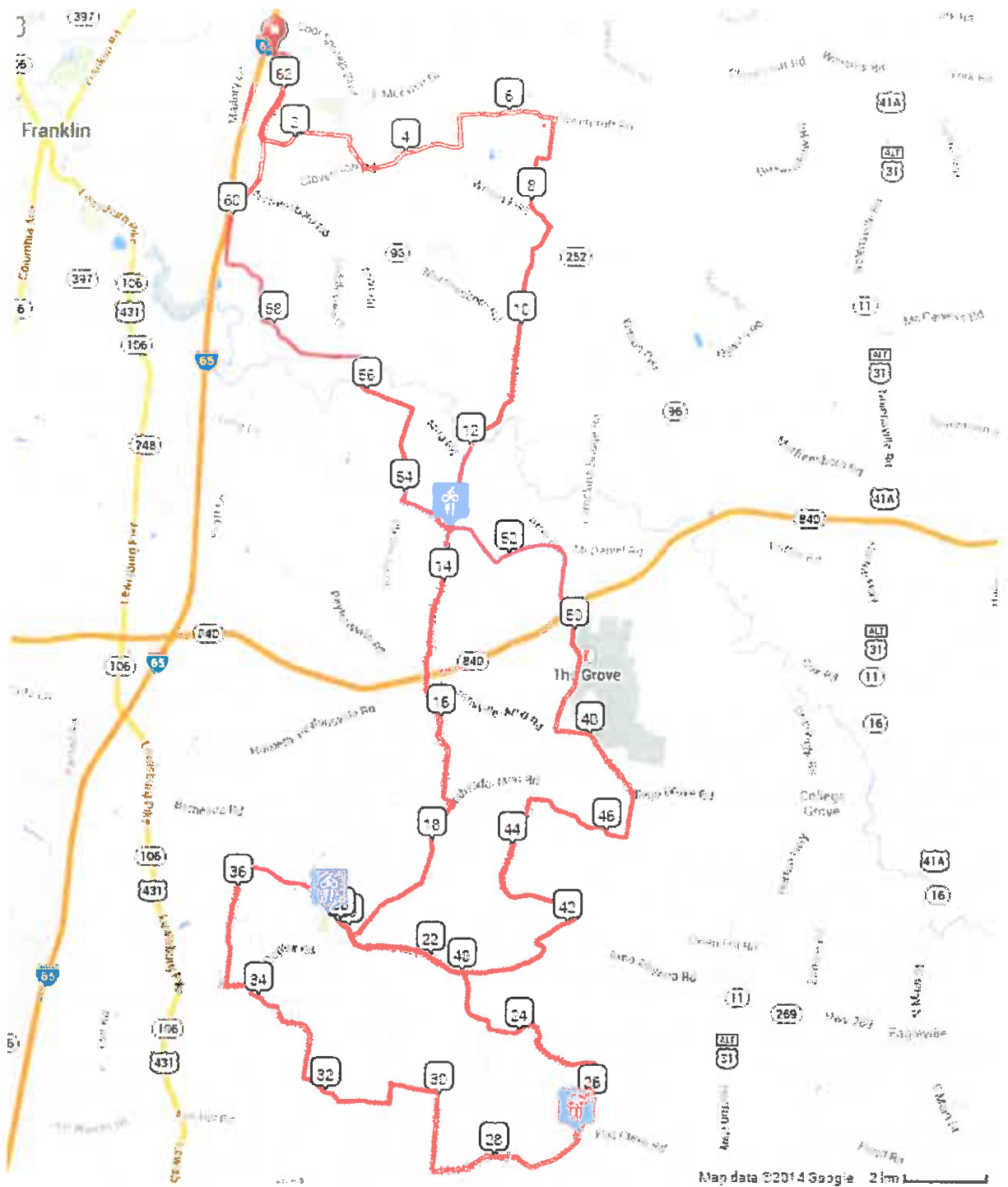
Overview

Follows 44-Mile route to Bethesda – sharing first two rest stops – then turns south to stay on Cross Keys rather than go over Pulltight here. Goes to Flat Creek via Choctaw and Giles Hill, with a possible rest area at the Giles Hill Community Center. Starts back towards Bethesda via Glenn (Comstock makes it too short), Ash Hill, Smithson, and Byrd to Bethesda Road. Returns to Bethesda Rest Area again, then follows 44-mile route back to Nissan

Leg	Dir	Type	Notes	Total
	→	Right	Turn right toward Carothers Pkwy	0.2
0.0	→	Right	Turn right onto Carothers Pkwy	0.2
1.3	←	Left	Turn left onto Liberty Pike	1.5
1.0	↑	Straight	At the traffic circle, continue straight to stay on Liberty Pike	2.4
0.5	←	Left	Turn left onto Clovercroft Rd	3.4
1.5	←	Left	Turn left onto TN-252 N/Wilson Pike - 1-lane underpass ahead	4.8
0.5	→	Right	Turn right onto Clovercroft Rd	5.3
1.4	→	Right	Turn right onto Tulloss Rd	6.7
1.5	←	Left	Turn left onto TN-252 S/Wilson Pike	8.2
0.3	→	Right	Turn right onto Trinity Rd	8.5
1.7	↑	Straight	Continue straight on Trinity Rd	10.1
2.1	↑	Straight	Continue onto Peytonsville-Trinity Rd	12.3
First Available Rest Area about mile 13 on left - Westwood Community Baptist Church				
3.2	↑	Straight	Continue onto Cool Springs Rd	15.5
1.9	→	Right	Turn right onto Bethesda-Arno Rd	17.4
2.5	→	Right	Turn right onto Bethesda Rd	19.9
0.4	←	Left	Turn left in Second Rest Area - Bethesda Elementary / Ballfields	20.3
0.0	→	Right	Turn right onto Bethesda Rd	20.3
0.4	↑	Straight	Continue onto Comstock Rd	20.8
0.3	←	Left	Comstock Rd turns slightly left and becomes Cross Keys Rd	21.1
2.5	←	Left	Turn left onto Choctaw Rd	23.6
2.1	→	Right	Turn right onto Giles Hill Rd	25.7
Rest Area option on left just before next turn - Giles Hill Community Center				
0.9	→	Right	Turn right onto Flat Creek Rd	26.6
2.3	→	Right	Turn right onto Glenn Rd	28.9
1.1	←	Left	Turn left to stay on Glenn Rd	30.0
0.7	←	Left	Turn left onto Comstock Rd	30.7
0.3	→	Right	Turn right onto Ash Hill Rd	31.0
1.3	→	Right	Turn right onto Smithson Rd	32.4
1.9	←	Left	Turn left onto Old Bethesda-Duplex Rd	34.2
0.1	←	Left	Slight left onto Bethesda-Duplex Rd	34.3
0.3	→	Right	Turn right onto Byrd Rd	34.6

1.9	→	Right	Turn right onto Bethesda Rd	36.5
Pass by Bethesda Elementary Rest Area again				
1.8	↑	Straight	Continue onto Comstock Rd	38.3
0.3	←	Left	Comstock Rd turns slightly left and becomes Cross Keys Rd	38.6
1.5	↑	Straight	Continue onto Pulltight Hill Road	40.0
2.1	←	Left	Turn left onto Arno Allisona Rd	42.2
2.5	→	Right	Turn right onto Owen Hill Rd	44.7
1.6	←	Left	Turn left onto Pinkston Rd	46.3
0.6	←	Left	Turn left onto Arno-College Grove Rd	46.9
1.6	→	Right	Turn right onto Arno Rd	48.5
2.8	←	Left	Turn left onto Meeks Rd	51.3
Pass by Westwood Community Baptist Church Rest Area again				
0.0	→	Right	Turn right onto Crowder Rd	53.1
0.8	→	Right	Turn right onto Gosey Hill Rd	53.9
1.4	←	Left	Turn left onto Arno Rd	55.3
1.2	←	Left	Turn left onto S Carothers Rd	56.5
2.8	↑	Straight	Continue onto Carothers Pkwy	59.3
3.3	←	Left	Turn left into Nissan	62.5





Attachment #2-100 Mile Route

HRR 2014 Century Route

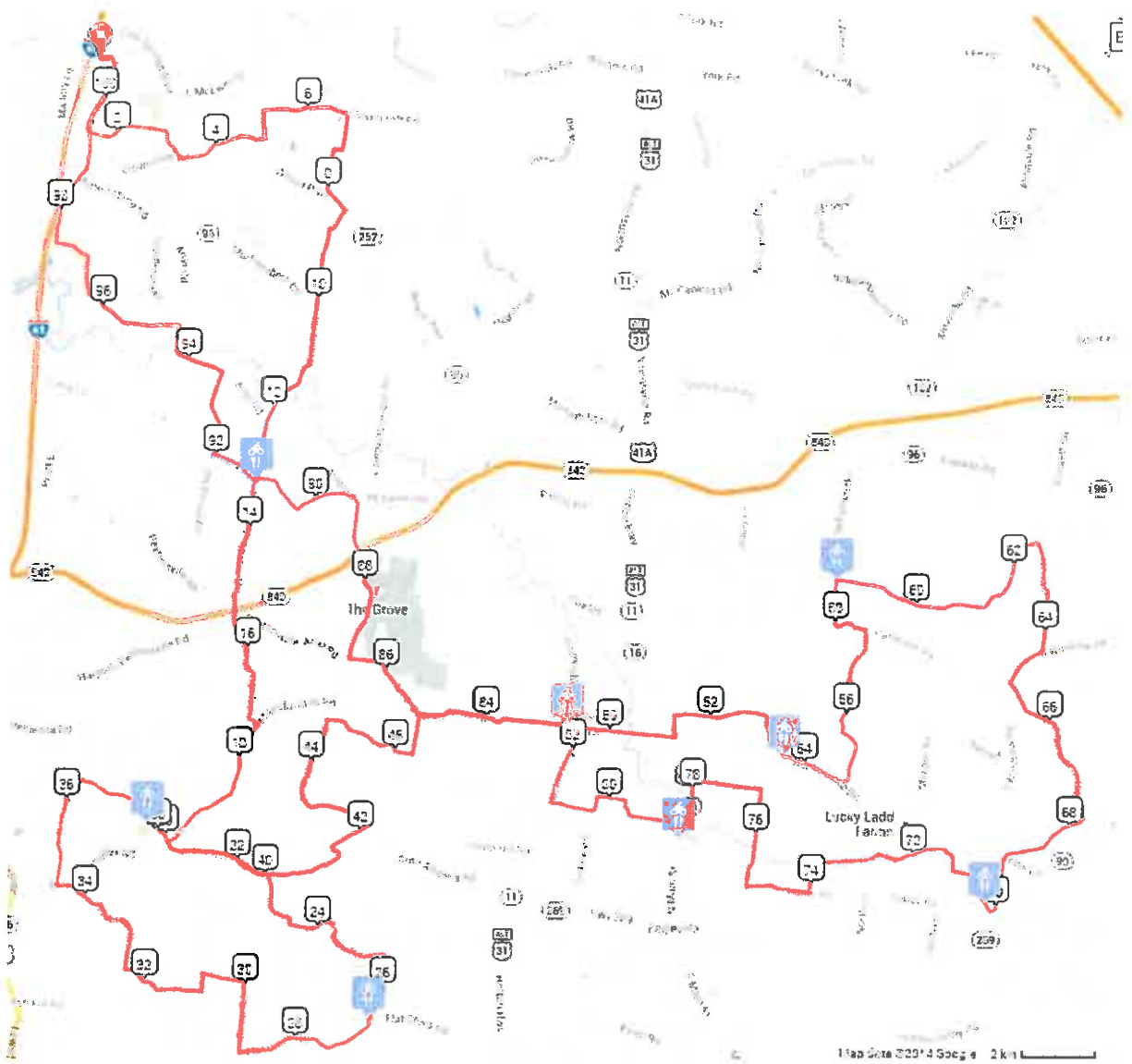
100.7 Miles. 6400 feet of climbing (per RideWithGPS).

Overview

The Century and the 62-Mile routes stay together for 45 miles, when the Century turns right to pass through College Grove. Stage a rest area there, because we go further east and there are fewer options. Mostly, these are the flatter roads that we've used for years – Window, Rocky Glade, Hill, Patterson, Coleman Hill, Newman, S. Windrow, Snail Shell Cave, Old Jackson Ridge, Rocky Glade again, down Little Rock to Swamp, then up Shoemaker and to Rocky Glade one last time. We take Webb back to Horton Hwy, and hit College Grove and the rest area there again (32 miles since the last time, so we may want a rest area between – the church at Patterson and Coleman Hill is good, but pretty early in the leg). From there, we return via College Grove Road to the return portion used by all other routes.

Leg	Dir	Type	Notes	Total
	→	Right	Turn right toward Carothers Pkwy	0.2
0.0	→	Right	Turn right onto Carothers Pkwy	0.2
1.3	←	Left	Turn left onto Liberty Pike	1.5
1.0	↑	Straight	At the traffic circle, continue straight to stay on Liberty Pike	2.4
0.5	←	Left	Turn left onto Clovercroft Rd	3.4
1.5	←	Left	Turn left onto TN-252 N/Wilson Pike - 1-lane underpass ahead	4.8
0.5	→	Right	Turn right onto Clovercroft Rd	5.3
1.4	→	Right	Turn right onto Tulloss Rd	6.7
1.5	←	Left	Turn left onto TN-252 S/Wilson Pike	8.2
0.3	→	Right	Turn right onto Trinity Rd	8.5
1.7	↑	Straight	Continue straight on Trinity Rd	10.1
2.1	↑	Straight	Continue onto Peytonsville-Trinity Rd	12.3
First Available Rest Area about mile 12 on left - Westwood Community Baptist Church				
3.2	↑	Straight	Continue onto Cool Springs Rd	15.5
1.9	→	Right	Turn right onto Bethesda-Arno Rd	17.4
2.5	→	Right	Turn right onto Bethesda Rd	19.9
0.4	←	Left	Turn left in Second Rest Area - Bethesda Elementary / Ballfields	20.3
0.0	→	Right	Turn right onto Bethesda Rd	20.3
0.4	↑	Straight	Continue onto Comstock Rd	20.8
0.3	←	Left	Comstock Rd turns slightly left and becomes Cross Keys Rd	21.1
2.5	←	Left	Turn left onto Choctaw Rd	23.6
2.1	→	Right	Turn right onto Giles Hill Rd	25.7
Rest Area option on left just before next turn - Giles Hill Community Center				
0.9	→	Right	Turn right onto Flat Creek Rd	26.6
2.3	→	Right	Turn right onto Glenn Rd	28.9
1.1	←	Left	Turn left to stay on Glenn Rd	30.0
0.7	←	Left	Turn left onto Comstock Rd	30.7
0.3	→	Right	Turn right onto Ash Hill Rd	31.0
1.3	→	Right	Turn right onto Smithson Rd	32.4
1.9	←	Left	Turn left onto Old Bethesda-Duplex Rd	34.2

0.1	←	Left	Slight left onto Bethesda-Duplex Rd	34.3
0.3	→	Right	Turn right onto Byrd Rd	34.6
1.9	→	Right	Turn right onto Bethesda Rd	36.5
Pass by Bethesda Elementary Rest Area again				
1.8	↑	Straight	Continue onto Comstock Rd	38.3
0.3	←	Left	Comstock Rd turns slightly left and becomes Cross Keys Rd	38.6
1.5	↑	Straight	Continue onto Pulltight Hill Road	40.0
2.1	←	Left	Turn left onto Arno Allisona Rd	42.2
2.5	→	Right	Turn right onto Owen Hill Rd	44.7
1.6	←	Left	Turn left onto Pinkston Rd	46.3
0.6	→	Right	Turn right onto Arno-College Grove Rd	46.9
Rest Area - College Grove Elementary				
2.7	→	Right	Cross Horton Hwy onto Bellenfant Rd	49.6
0.8	↑	Straight	Continue onto College Grove Rd	50.4
0.7	←	Left	Turn left onto TN-16 N/US-41A N	51.1
0.1	→	Right	Turn right onto Covington Rd	51.2
0.2	→	Right	Turn right onto John Windrow Rd	51.4
2.2	←	Left	Turn left onto Rocky Glade Rd	53.7
1.0	←	Left	Slight left onto Hill Rd	54.7
2.8	←	Left	Turn left onto Patterson Rd	57.4
Possible Rest Area - Patterson Baptist Church				
1.2	→	Right	Turn right onto Coleman Hill Rd	58.7
3.9	→	Right	Turn right onto Newman Rd N	62.5
1.8	→	Right	Turn right onto S Windrow Rd	64.3
1.0	←	Left	Slight left onto Snail Shell Cave Rd	65.3
2.5	→	Right	Turn right onto Old Jackson Ridge Rd N	67.8
1.4	↑	Straight	Continue onto S Windrow Rd	69.1
1.0	→	Right	Turn right onto Jackson Ridge Rd	70.1
1.2	↑	Straight	Continue onto Old Jackson Ridge Rd N	71.3
0.1	←	Left	Turn left onto Little Rock Rd	71.5
2.6	→	Right	Turn right onto Swamp Rd	74.1
1.0	→	Right	Turn right onto Shoemaker Rd	75.1
1.6	←	Left	Turn left onto Rocky Glade Rd	76.7
1.2	←	Left	Turn left onto TN-16 S/US-41A S	77.9
0.7	→	Right	Turn right onto W Webb Rd	78.6
2.5	→	Right	Turn right onto TN-11 N/US-31 ALT N/Horton Hwy	81.1
1.3	←	Left	Turn left onto Arno-College Grove Rd	82.4
Pass by College Grove Elementary Rest Area again				
1.6	→	Right	Turn right onto Arno Rd	86.6
2.8	←	Left	Turn left onto Meeks Rd	89.4
Pass by Westwood Community Baptist Church Rest Area again				
0.0	→	Right	Turn right onto Crowder Rd	91.3
0.8	→	Right	Turn right onto Gosey Hill Rd	92.0
1.4	←	Left	Turn left onto Arno Rd	93.4
1.2	←	Left	Turn left onto S Carothers Rd	94.7
2.8	↑	Straight	Continue onto Carothers Pkwy	97.5
3.3	←	Left	Turn left into Nissan	100.7



Attachment 3

Organization Committee

Phil Scharre	President	615-495-4289	pscharre@comcast.net
Fredia Barry	Past President	615-969-2081	fkbarry@att.net
Ed Attrill	Treasurer	615-429-0411	edattr@aol.com
Robert Hendry	Vice President		maxwattz@gmail.com
Greg Turner	Route Support	615-604-1474	gturner45@att.net
Kevin Bullock	Adaptive Athletes	615-618-6437	bullocks@comcast.net
Tom Finegan	Registration	615-480-5095	tomfinegan999@gmail.com
Dr. Tom Bartlett	Medical	615-269-4545	tgbartlett@gmail.com

Attachment 4

IRS Tax Exemption Letter

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUN 11 1998

HARPETH BICYCLE CLUB
PO BOX 680802
FRANKLIN, TN 37069

Employer Identification Number:
62-1666444

DLN:
17053076030028

Contact Person:
D. A. DOWNING

Contact Telephone Number:
(513) 241-5199

Internal Revenue Code
Section 501(c)(7)

Accounting Period Ending:
December 31

Form 990 Required:
Yes

Addendum Applies:
Yes

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(a) of the Internal Revenue Code as an organization described in the section indicated above.

Unless specifically excepted, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) for each employee to whom you pay \$100 or more during a calendar year. And, unless excepted, you are also liable for tax under the Federal Unemployment Tax Act for each employee to whom you pay \$50 or more during a calendar quarter if, during the current or preceding calendar year, you had one or more employees at any time in each of 20 calendar weeks or you paid wages of \$1,500 or more in any calendar quarter. If you have any questions about excise, employment, or other Federal taxes, please address them to this office.

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

In the heading of this letter we have indicated whether you must file Form 990, Return of Organization Exempt From Income Tax. If Yes is indicated, you are required to file Form 990 only if your gross receipts each year are normally more than \$25,000. However, if you receive a Form 990 package in the mail, please file the return even if you do not exceed the gross receipts test. If you are not required to file, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$10,000 or 5

Letter 948 (DO/CG)

HARPETH BICYCLE CLUB

percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding \$1,000,000 shall not exceed \$50,000. This penalty may also be charged if a return is not complete, so please be sure your return is complete before you file it.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You are required to make your annual return available for public inspection for three years after the return is due. You are also required to make available a copy of your exemption application, any supporting documents, and this exemption letter. Failure to make these documents available for public inspection may subject you to a penalty of \$20 per day each day there is a failure to comply (up to a maximum of \$10,000 in the case of an annual return).

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

A section 501(c)(7) organization is permitted to receive up to 35 percent of its gross receipts, including investment income, from sources outside of its membership without losing its tax-exempt status. Of the 35 percent, not more than 15 percent of the gross receipts may be derived from the use of the club's facilities or services by the general public. Income in excess of these limits may jeopardize your continued tax-exempt status.

Donors may not deduct contributions to you because you are not an organization described in section 170(c) of the Code. Under section 6113, any fundraising solicitation you make must include an express statement (in a conspicuous and easily recognizable format) that contributions or gifts to you are not deductible as charitable contributions for Federal income tax purposes. This provision does not apply, however, if your annual gross receipts are normally \$100,000 or less, or if your solicitations are made to no more than ten persons during a calendar year. The law provides penalties for failure to comply with this requirement, unless failure is due to reasonable cause.

If we have indicated in the heading of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

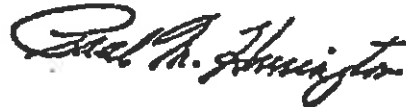
Because this letter could help resolve any questions about your exempt

HARPEATH BICYCLE CLUB

status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,

A handwritten signature in cursive script, appearing to read "Paul M. Amington".

District Director

Enclosures
Addendum

HARPETH BICYCLE CLUB

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. Based on our review of your application for exemption, it appears that certain of your activities constitute unrelated trade or business activities as defined in section 513. Therefore, you may be liable for filing Form 990-T for each year for which such return is due. These returns should be filed with the Internal Revenue Service Center servicing your state.

Income derived from advertising in your newsletter and the income received from non-member are considered Unrelated Business income.

Attachment 5

Insurance Certificate

AXIS 8000(08/10)

CERTIFICATE OF INSURANCE

02/12/2014

PRODUCER

American Specialty Insurance & Risk Services, Inc.
142 North Main Street
Roanoke, Indiana 46783

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.

INSURED

League of American Wheelmen dba League of American Bicyclists
1612 K Street NW, Suite 308
Washington, DC 20006

INSURERS AFFORDING COVERAGE

INS. A: AXIS Insurance Company
INS. B:
INS. C:

HARPETH BICYCLE CLUB
P.O. BOX 680802
FRANKLIN, TN 37068

CERT NUMBER: 1001146537

COVERAGES

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOT WITHSTANDING 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.

Table with columns: INS LTR, POLICY TYPE, POLICY NUMBER, POLICY EFFECTIVE, POLICY EXPIRATION, LIMITS. Includes coverage details for General Aggregate-Per Club, Products-Completed Operations Aggregate, Personal and Advertising Injury, etc.

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

- The Certificateholder is only an additional insured with respect to liability caused by the negligence of the Named Insured as per Form AXIS 1003-Additional Insured-Certificateholders, but only with respect to HARPETH RIVER RIDE on June 21, 2014.

CERTIFICATE HOLDER

CITY OF FRANKLIN
109 THIRD AVE. SOUTH
FRANKLIN, TN 37064

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

Anthony L. Smith

Attachment 6

Vendor List

MOAB Bicycles

REI

Gran Fondo Bicycles

Cumberland Transit

RB's Cyclery

Ride for Reading

Bike Ride Across Tennessee

Jeff Roth Cycling Foundation

Cystic Fibrosis Foundation

American Diabetes Association

Multiple Sclerosis Society

Walk /Bike Nashville

Tennessee Association of Blind Athletes

Swiftwick Socks

Bruster Ice Cream

Attachment 7

DOWNTOWN FRANKLIN EVENT NOTICE

Annual Harpeth River Ride
Saturday, June 21

To: The Franklin Business Owners and Franklin Community

The 19th **Annual Harpeth River Ride** sponsored by the Harpeth Bicycle Club and Nissan North America will take place on Saturday, June 21, 2014 with approximately 1,500 cyclist planning to participate in this year's cycling event.

The event route for this year includes cyclists riding through downtown Franklin. We believe this will give all cyclists who live here as well as cyclists from out of town and out of state a wonderful welcome to our community and they will want to come back to visit.

The time period that the cyclists are expected to be in the downtown area is from approximately 7:25 am to 8:00 am on Saturday, June 21. There will be traffic police who will be ensuring that traffic is routed efficiently during this time with as little impact as possible to business in the downtown area.

The areas directly affected are:

1. Businesses Downtown Franklin, Main Street
2. Residents within 2 blocks of downtown Main Street

The event organizers are Members of the Harpeth Bicycle Club
Thank you for your support and assistance in this event.

To read more about the Harpeth Bicycle Club and the Harpeth River Ride, please go to www.harpethriverride.com or www.harpethbikeclub.com.

Harpeth Bicycle Club