

Public Works – Parks, Rec. & Railroad
Department of Public Works
AGENDA
January 26, 2015 – 10:00am

Committee Members: *MERLINO, Conover, Wood, Taylor, Frasier, Dickinson, Simpson, Sokol, Vanselow*

I. Committee Meeting Call to Order..... Chairman Merlino

II. Motion to Approve Minutes of Prior Committee Meeting..... Chairman Merlino

III. Action Agenda/New Business

Page

- Saratoga North Creek Railway Update..... Justin Gonyo

1 Request to authorize use of Bikeway – Ragnar Relay..... Jeff Tennyson
Rationale: Annual Event Request

7 Request to adjust Up Yonda Budget – Pearsall Grant..... Jeff Tennyson
Rationale: New Grant Award

IV. Referral/Pending Items - NONE

V. Information for Discussion/Review

Page

9 2014-2015 NYS Parks Snowmobile Trail Grant-in-Aid... Jeff Tennyson
Award \$67,970.00

11 Up Yonda Farm Maple Festival & Pancake Breakfast..... Jeff Tennyson
Sunday, March 1, 2015

VI. Privilege of the Floor to discuss any additional items to come before the Committee

VII. Motion to Adjourn

Attachments - None

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RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

**Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.*

DEPARTMENT NAME: Parks, Recreation & Railroad

DATE: 1/26/15

- (a) Purpose of Request: **Authorize Ragnar Relay Adirondacks use of bikepath after sunset for 2015 and subsequent years.**

- (b) Details: **The request letter, details and map are attached. Request is needed to authorize runners and support people on the Warren County Bikeway after sunset. The race Director, Katie Aston Seeley, anticipates all runners and all support people will be off the Warren County Bikeway by approx. 12 am September 26th, 2015. Anticipated support/safety crew on the bikeway will consist of 2-3 individuals on bicycles and there will be intermitant watering stations along the bikeway for the runners. Request is to authorize 2015 event and subsequent events by Ragnar Relay or their successor. Usage will be by permit each year as approved by the County Attorney.**

- (c) Previous Resolution Number: **642/2013**

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS



December 1, 2014

Paul Butler
Director, Warren County Parks, Recreation & Railroad
Phone: (518) 623-2877

**RE – Letter of Request for the Ragnar Relay Adirondacks 2015
Use of the Warren County Bikeway**

Paul:

I would like to formally request permission for the use of part of the Warren County Bikeway, a portion of the Warren Co Municipal Center, and Up Yonda Farms parking lot for the Ragnar Relay Adirondacks on September 25 & 26, 2015. This event is a 200-mile overnight running relay race from Saratoga Springs to Lake Placid, NY.

Attached, please find information on the race route, use of the bikeway, and other general information for the Ragnar Relay Adirondacks. Please let me know if I can provide you with any additional information that would be helpful in gaining permissions from your department for this use.

Included information:

- A. Description of Event
- B. Date & Hours of Event
- C. Estimated Attendance & Parking
- D. Food, Alcohol, Entertainment, & Temporary Structures
- E. Portable Restrooms
- F. First Aid
- G. Insurance
- H. Waste Receptacles
- I. County & DOT Permits
- J. Race Route
- K. Traffic Control Measures
- L. Police Assistance

We believe in providing a quality event that is safe and fun for participants and all involved. I appreciate all the assistance you have offered in our initial steps and look forward to continuing this conversation as we finalize the details of our race.

I look forward to hearing back from you.
Sincerely,

Katie Aston Seely

Race Director
Ragnar Relay Series/RAGNAR Events, LLC
12 S 400 W
Suite 200
SLC, UT 84101
C 801-834-9531/F 801-499-5023
katie@ragnarrelay.com / www.ragnarrelay.com



RUN. DRIVE. SLEEP? REPEAT.

www.ragnarrelay.com
1188 W. Springdale Drive Suite 201
Kaysville, UT 84037
Office: (801) 499-5024
Fax: (801) 499-5023



www.ragnarrelay.com
1188 W. Sportfields Drive Suite 201
Kaysville, UT 84037
Office: (801) 499-5024
Fax: (801) 499-5022

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A. Description of Event

The Ragnar Relay Adirondacks is a long distance running relay race that will start in Saratoga Springs, NY on Friday, September 25th, 2015 and finish in Lake Placid, NY on Saturday, September 26th, 2015. We anticipate 400 teams to participate in the 2015 Ragnar Relay Adirondacks. Each team is comprised of 12 individuals and two transport vans. Therefore, we anticipate 4800 participants and 800 vehicles to be involved in the race.

Since the race is a relay, only one person from each team will be running on the course at one time (the rest of the team is driving in the two vans). That means there will only be 400 runners on the course at a time. These runners will be very spread out. We will start the first runners in Saratoga Springs at 5:00am and the last runners at approximately 3:00pm. This averages out to about one runner every five to fifteen minutes, which is typical of Ragnar Relay races. Runners obey all traffic laws and stay with the normal flow of pedestrian traffic. Our race course typically follows sidewalks, running paths, bike lanes, and road shoulders and has participants running facing traffic. We do not foresee a need to close any lanes of traffic or close any running paths to pedestrian or bike traffic. All participants are required to wear reflective vests, headlamps, and LED lights during nighttime hours (5:30pm-7:30am).

To reiterate, the event will not close, block, alter, or interrupt the flow of pedestrian, bicycle, or vehicular traffic.

B. Date & Hours of Event

We anticipate the first runner to enter the Warren Co Bikeway at approximately 1:00 pm on Friday, September 25th, 2015 and the last runner to be off the trail by 11:00 pm that same day.

C. Route on the Warren County Bikeway

Runners will begin the route on the bikeway on Walnut St. in Queensbury. One runner per team will run approximately 5.8 miles where they will turn left onto Ash Drive, left onto Glen Lake Road and meet their next runner in the parking lot of the Warren County Municipal Center. The next runner will run back down Glen Lake Road where they will rejoin the bikeway and continue on it until the end at Ft. George Road in Lake George, to the Million Dollar Beach, Major Exchange Point #12.

D. Estimated Attendance & Parking

As stated above, we anticipate 400 teams to participate in the Ragnar Relay Adirondacks 2015. Each team is comprised of 12 individuals and two transport vans. Therefore, we anticipate 4800 participants and 800 vehicles to be involved in the race.

There will be 400 runners on the bikeway, spread out between the hours of roughly 1:00 pm and 11:00 pm. Due to the staggered nature of our start times, there will never be a large group of runners at any one location. Typically, the group of 400 runners will be spread out over 30-40 miles at any given time. 400 vehicles will also pass through the area during these same hours and at about the same frequency of runners. The vehicles will, of course, obey all traffic laws.



www.ragnarevents.com
188 W. Sportfisher Drive Suite 201
Kaysville, UT 84037
Office: (801) 499-5024
Fax: (801) 499-5025

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E. Exchange Points

Exchange Points are the locations at which teams congregate to meet their current runner and send off their next runner. Exchange Point Locations are chosen at locations that provide adequate parking for team vehicles and allow runners a safe location to exit the vehicle, as to minimize impact on local traffic and keep participants safe. We are currently in the process of contacting and beginning the process of obtaining permission for these **exchange points at the following locations that would pertain to the bikeway:**

Exchange 11: Warren County Municipal Center

- The runners would exit the bikeway onto Glen Lake Road, exchange the baton at the lot and the next runner would go back down Glen Lake Road and continue on the bikeway towards Lake George.

Exchange 14: Up Yonda Farm Environmental Center, Bolton Landing

F. Portable Restrooms - Portable toilets will be provided at each exchange point. There will be 7-8 portable toilets each at Exchanges 11, and 14 but **none on the bikeway**. All toilets will be provided with secondary containment. Portable toilets will be setup, serviced, cleaned, and removed by a local vendor hired by Ragnar Events, LLC.

G. First Aid - First-aid stations and first-aid staff will be located at the Major Exchanges, **none of which are on the bikeway**. These first-aid stations will be equipped to handle extreme dehydration, heat stroke, and all of the minor sport injuries we often experience, including; blisters, sprains, strains, stings, etc. We hire first aid workers (EMT intermediate or above), either through a medical staffing agency or directly through local hospitals or emergency service personnel.

In the event of a major medical emergency (i.e. any life threatening condition or injury that requires immediate medical attention) we instruct runners/volunteers to first call 911. The line of communication then follows: 911 → Race Director → Assistant Race Director → Course Manager for that section.

In addition to our own first aid services on course, we list the local emergency rooms near the course, along with their address and phone number in the race packets.

H. Insurance

Insurance will be provided to the Dept of Parks, Recreation & Railroad, if requested, indicating that it will be covered under the insurance of Ragnar Events, LLC for the duration that the event is utilizing the bikeway. Additionally Insured Paperwork will be provided to you prior to the event.

I. Waste Receptacles

Waste receptacles will be placed throughout each exchange point. Volunteers will maintain waste receptacles and replace trash liners as required. At the end of the event, trash will be collected at all of the exchanges and transported to Exchange 12 in Lake George.



J. DOT and City Permits

Permission for the race and all relevant permitting procedures will be completed with the New York State Department of Transportation. In addition, we will obtain all relevant permits from the counties that our race passes through including Saratoga.

K. Race Route (Please see attached overview map)

The race will start in Saratoga Springs on Friday, September 25th, 2015 around 5:00am. Runners will make their way through Saratoga and north into Lake George. They will continue north up 9N into Essex County through Ticonderoga until reaching just south of Keeseville where they will turn west towards Wilmington and drop into Lake Placid from the north. The runners will finish just outside the town at the Lake Placid Horse Show Grounds from roughly 10am-7pm on Saturday, September 26th, 2015.

L. Traffic Control Measures

All traffic control measures are to be set up, maintained, and removed by a vendor hired by Ragnar Events, LLC. Once the plans are finalized, if any are within the town limits, we can provide you with that information.

M. Police Assistance

We will be looking to utilize police assistance (local, state, or park police) on the course in strategic places where runners need to cross large intersections or we need help with traffic flow. Locations will be determined closer to the event.

www.ragnarrelays.com
1188 W. Sportsplex Drive Suite 201
Keeseville, NY 12097
Office: (800) 498-5024
Fax: (800) 498-5025

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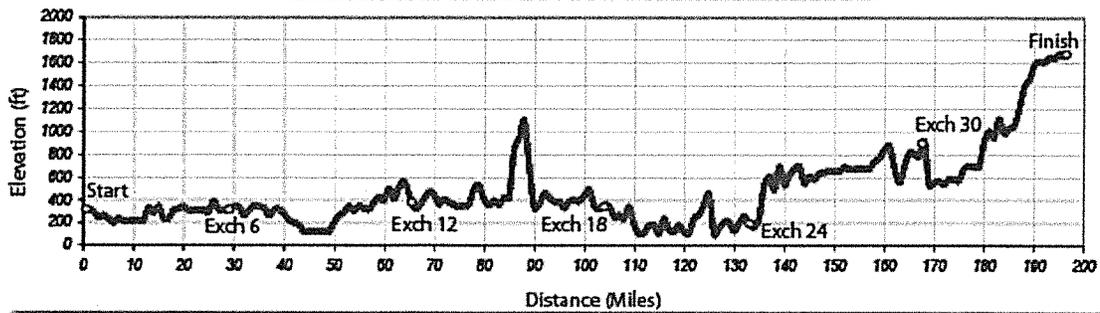
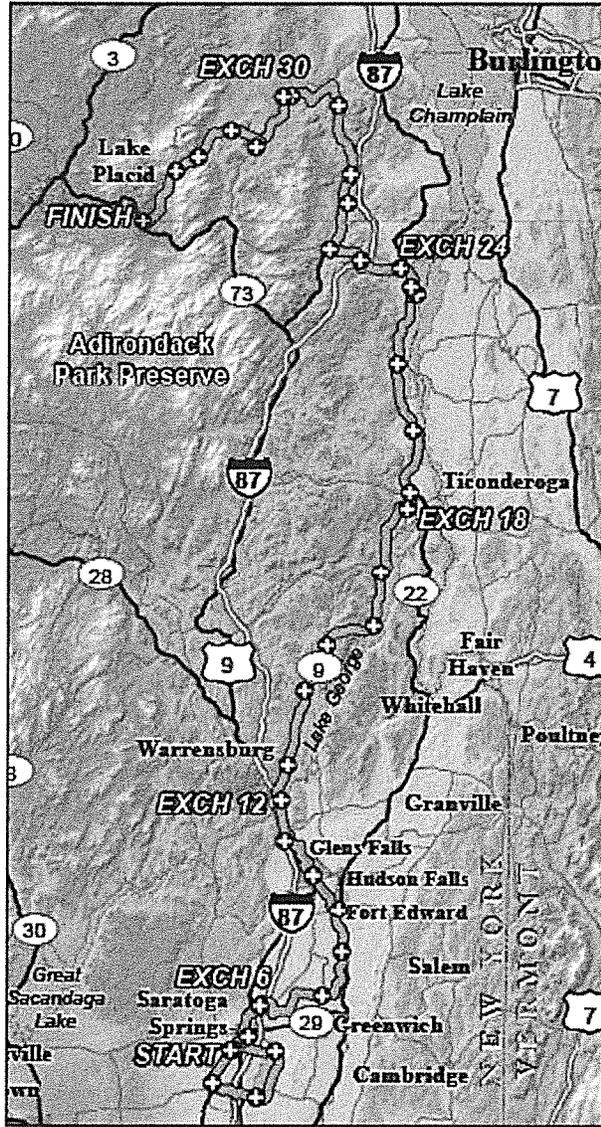


www.ragnartrifly.com
 188 W. Sportplex Drive Suite 201
 Kayville, UT 84437
 Office: (801) 499-5024
 Fax: (801) 499-5025

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COURSE OVERVIEW -- 196.2 MILES



RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Parks, Recreation & Railroad

DATE: 1/26/15

(a) Purpose of Amendment:

To amend the county budget for Up Yonda Farm as the result of the Pearsall Grant received 2014 for 2015.

(b) Appropriation Code, Object Code, Full Title and Amount:

A.7111 .0198 .410 General Fund , Up Yonda Farms, Supplies \$500.00

(c) Revenue Code (with title), and Amount:

A.7111 .2714 General Fund, Up Yonda Farm, Grants from Local Businesses. \$500.00



Glenn & Carol Pearsall
Adirondack Foundation

P.O. Box 105
Johnsburg, New York 12843

www.pearsallfoundation.org

Dedicated to improving the quality of life for year-round residents of the Adirondack Park.

October 2014

Up Yonda Farm
Peter Olesheski
PO Box 1453
Bolton Landing, NY 12814

Dear Peter Olesheski,

Thank you for considering the Glenn and Carol Pearsall Adirondack Foundation as a source of funding during our year 2014-2015 grant cycle.

We are pleased to inform you that our trustees have chosen to partially fund your grant request ' to cover two visits to 2 schools in the Adirondacks and 28 hours of outreach for students in pre-k through 6th grade' . Enclosed is a check for \$500. Please note that these funds are restricted to what was requested in your original proposal.

Please keep us informed of the success of the program and send to us, by June 30, 2015, at least an interim report. The report(s), as well as your grant request, are kept on file. Please note that you will not be considered in future grant cycles until we receive your report.

We will be sending out a press release listing this year's grant recipients in mid November to multiple news organizations; we encourage you to supplement our press release with your own. In addition, if appropriate, we request you include "Underwritten by the Glenn and Carol Pearsall Adirondack Foundation, "Dedicated to improving the quality of life for year-round residents of the Adirondack Park" www.pearsallfoundation.org" in your program.

We appreciate the opportunity you have given us to improve the quality of life for year-round residents of the Adirondack Park and look forward to hearing of your programs success.

Sincerely,

Carol Pearsall
Secretary
Glenn and Carol Pearsall Adirondack Foundation



New York State Office of Parks, Recreation and Historic Preservation

Albany, New York 12238

www.nysparks.com

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Andrew M. Cuomo
Governor

Rose Harvey
Commissioner

December 5, 2014

Honorable Kevin Geraghty
Chairman
County of Warren
1340 State Route 9
Lake George, NY 12845

Dear Honorable Kevin Geraghty:

On behalf of New York State Office of Parks, Recreation and Historic Preservation and in accordance with Snowmobile Program guidelines, I have the honor of informing you that your 2014-15 application for snowmobile trail development and maintenance assistance has been approved for \$67,970.00 (based on trail mileage and high snow). These funds will provide financial assistance for maintaining your approved snowmobile trail miles as listed in the attached mileage table. All funded trails must provide public access to any snowmobile that is currently registered in the state.

The local assistance will be provided in two payments. The first, \$47,579.00, representing 70% of the total funding including any high snow amounts, will be advanced upon submission of the enclosed State Aid Voucher. The voucher must be completed by the Chief Fiscal Officer of your municipality. The remaining \$20,391.00, representing the remaining 30%, will be sent to you after your audit has been completed of the Phase III documentation and submitted to this office at the close of this year's snowmobiling season.

Please note that in previous years the 70% payment was calculated only on the mileage and did not include any high snow funds. Those high snow funds were added at the end of the season with the 30% payment. This year your total award includes mileage and any high snow amounts. By including the high snow amount in the 70/30% calculations, we have increased the 70% payment to get the Snowmobile Trail Maintenance and Development Funds distributed.

This year \$4,101.230 is made available to municipalities for the maintenance, development, and support of over 10,400 miles of snowmobile trails throughout the state. The funding level is based upon the fees collected from snowmobile registrations.

IMPORTANT Voucher Instructions!

Please be sure to retain a copy of the voucher for your records. Please do not change *or* add any information to this voucher regarding the amounts listed on the voucher. If you have a correction/change in address for the Chief Fiscal Officer, please send an official letter with your returned voucher providing the proper name, title, and address. Once the voucher is received by our office, it will be submitted to the New York State Comptroller's Office for payment.

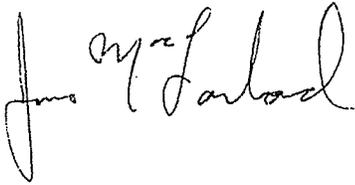
Local Sponsor Conference

In an effort to improve your local trails and the overall program administration, I will try to arrange another Local Sponsor conference. The goals for this conference would be to provide every Local Sponsor with the opportunity to express how the current program is working, to discuss program issues, develop program revision priorities, obtain instruction on grant application completion, and seek solutions to any expressed program concerns to strengthen the trail system as well as improve the economic viability of this important winter activity. It is anticipated that the Snowmobile unit will travel this winter to several Regional locations for the Local Sponsor meetings.

Should you have any questions concerning the grant process, please contact the Snowmobile Unit at (518) 474-0446.

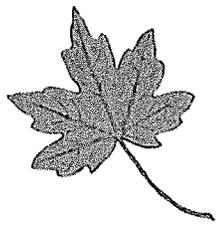
Congratulations – and thank you for supporting snowmobiling!

Sincerely,



James MacFarland
Senior Natural Resource Planner
Snowmobile Unit

Enclosures



Pancake Breakfast And Maple Festival

at Up Yonda Farm



Sunday, March 1st: 9AM-2PM

Come Celebrate the Maple Season!

Sugarhouse Tours; Tapping Demonstrations;
Maple Products for Sample and Sale

Festival Only:

\$4/Person - Members Free

Festival plus Pancake Breakfast*:

\$7/Person - Members \$5

**Reservations Required*

For More Information or to Make a Reservation call (518) 644-9767
or visit www.upyondafarm.com



Route 9N
Bolton Landing, NY