

DATE: 03/15/2022

PERMITTEE LAND ACCESS							
Permit Requestor:	Caryn Laird			Organization:	Almaden Cycle Touring Club		
Preserve(s) Name(s):	CVAL			Event Activity:	Annual bicycle tour fundraiser with 5 courses, using Equestrian lot as rest stop (see diagram)		
Dates of Activity:	04/23/2022			Add Lock?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>	
Time of Access:	8:00AM-6:00PM			Date to Add Lock:	N/A		
# of Adults & Children	718 cyclists coming to rest stop, 3 people with 2-3 cars will be stationed there			Date to Remove Lock:	N/A		
OSA Staff Needed?	YES <input checked="" type="checkbox"/>		NO <input type="checkbox"/>	Key # / Code?	N/A		
Name of Staff:	Need staff to open equestrian lot. Group is self-sufficient and bringing own portapotties.			Annual Reporting required?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>	Date Due:
Certificate of Insurance (explain):	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	RECEIVED	Permit Fee Required:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Explain: RECEIVED
ROADS ACCESS							
Foot/Vehicle/Other:	Needs equestrian lot, 2-3 cars stationed there						
SPECIAL REQUIREMENTS/NOTES (Enter in any info for permittee)							
<p>Field:</p> <p>Megan Robinson</p> <p>Resource Management:</p> <p>Environmental Education:</p> <p>We have our earth day activity at spreckles from 10-12noon... but cval is clear.</p>							

DEPARTMENT REVIEW

Field	<u>Megan Robinson</u> Megan Robinson (Mar 16, 2022 11:28 PDT)	Mar 16, 2022
	Signature	Date
Resource Mgmt.	<u>Jalli Basson</u>	Mar 16, 2022
	Signature	Date
Environmental Education	<u>Teri Rogoway</u> Teri Rogoway (Mar 18, 2022 08:43 PDT)	Mar 18, 2022
	Signature	Date

OPEN SPACE PRESERVE USE PERMIT

PERMIT # #0268		PERMIT DATE(S): 4/23/2022		PERMIT TYPE: <input type="checkbox"/> Fieldwork <input type="checkbox"/> Educational <input checked="" type="checkbox"/> Athletic Event <input type="checkbox"/> Large Group/Event			
PERMITTEE INFORMATION							
Applicant Name (First & Last): Caryn Laird				Organization: Almaden Cycle Touring Club			
Address: P.O. 6747		City: San Jose		State: CA		Zip: 95150	
Email Address: celaird@hotmail.com				Cell Phone: 408-779-5121			
Secondary Contact Name (First & Last):				Cell Phone:			
ACTIVITY INFORMATION							
Activity/Event Description (Describe the event in detail. Include special characteristics of the activity. Include map of any activity taking place on the Open Space Authority's trails): Annual bicycle tour fundraiser with 5 courses - 33 miles, 100 miles, 100k (3 options)				Name of Preserve(s): Coyote Valley OSP			
				Any special access needs:			
				Location of Activity (Trail(s) names, Property Names or Study Areas):			
Begin Setup Date:	04/23/22	Activity Start Date:	0800	Arrival Time:	0900	Finish Cleanup Date:	1800
Begin Setup Time:		Activity End Date:		Departure Time:		Finish Cleanup Time:	
						Number of Adults:	1200
						Number of Kids:	
SPECIFIC EVENT INFORMATION							
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Will any equipment be used on the event site? (Examples: fence, tent, canopy, table, chairs)					
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Will the event require reserved parking or picnic benches?					
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Will there be any food and/or beverage sold or served at the event?					
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Will there be sales of any kind?					
VEHICLE INFORMATION							
Make & Model (Primary):		Color:		License Plate #:		Total # of Vehicles:	
PERMIT CONDITIONS							
Permit Fee: \$250		Cash or <input checked="" type="checkbox"/> Check		Date Paid: 3/2/22		Certificate of Insurance: Required	
ACKNOWLEDGMENT & AGREEMENT							

I agree to follow all rules, regulations, restrictions and conditions of this Permit. I agree to indemnify and hold harmless the Open Space Authority (OSA), its officers, agents and employees, against all claims, costs (including attorney's fees), suits, judgments, and demands of any and all persons for injury, including death, or property damage sustained by any person or persons, arising out of or related to the activity or event as described in this permit. **See page 2 for Permit Conditions.** Please initial each, acknowledging that you have read, understood and agree to the policy as listed in each paragraph.

Waiver of Liability: I hereby waive and release the OSA from and against any and all claims or liabilities arising in any way from my activities on OSA property, including, without limitation, activities on rugged, uneven and steep terrain, contact with ticks, rattlesnakes and poison oak, and /or the use of tools or vehicles.

Permittee is required to keep a copy of the approved permit visible on the vehicle dashboard AT ALL TIMES while Permittee or Vehicle is on OSA property.

Applicant Signature: Caryn Laird	Date: 11/30/22	Approved by (OSA Representative): Elizabeth Loretto	Date: Mar 21, 2022
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PERMIT CONDITIONS

Initial Here: CL **PERMIT CONDITIONS**

The general conditions below, as well as any Restrictions or Special Conditions for the permitted event specified above, shall apply and are conditions of the Permit.

The purpose of the OSA is to acquire and preserve open space land; protect and restore the natural environment; and provide opportunities for ecologically sensitive public enjoyment and education. Events or activities must not adversely impact natural resources. The ability of individuals and small groups to access and enjoy the peace and solitude of open space areas must be maintained.

Initial Here: CL **GENERAL PERMIT CONDITIONS**

Events must not be advertised in advance of a signed permit being obtained from the OSA. Permittee is solely responsible for any consequences of pre-advertising an event in advance of obtaining a permit, and the Permittee's pre-advertising will not be considered the OSA's decision regarding the issuance of a permit. Permittee is solely liable for any injury to persons or property occurring as a result of such pre-advertising.

Copies of all fliers, brochures and other materials used to advertise the event shall be provided to the OSA at least four (4) weeks in advance of the event.

Permittee must provide the OSA with a cellular telephone number or other contact where a responsible person can be reached on the day of the event, and during the event, should the OSA have the need to contact event organizers.

Permittee understands that a permit issued by the OSA is only valid for access and use of the OSA lands specified in this Permit. Permission to access and use any adjacent private land, or land controlled by another government agency, must be obtained from the appropriate owner or land manager.

Permittee shall comply with all permit conditions, as well as federal, state, local and OSA laws, regulations and ordinances.

Permittee shall immediately comply with any instructions from OSA Staff members prior to and during the event.

Cones or flags may be used to mark trails. Paint, chalk, flour or anything similar may not be used. These substances are harmful to wildlife.

Signs may not be attached or mounted on OSA signs, fences, gates or trees.

Monitors maybe required at specified trail junctions, based upon the OSA's review of the Permittee's application. This will be noted above under Restrictions or Special Conditions.

Permittee must provide at least one person certified in Standard First Aid (or higher) and Cardio-Pulmonary Resuscitation, and provide the name and certification of that person to the OSA.

Permittee is responsible for site clean-up and removal of all litter immediately after the event. In the event that OSA Staff must cleanup or remove litter or repair any damage to OSA property or natural resources, Permittee will be charged for such Staff time.

Initial Here: CL **RESOURCE PROTECTION: WILDLIFE, VEGETATION, PATHOGENS**

Wildlife: no wildlife shall be harassed, harmed, or taken under this permit.

****If you see any Special Status species please note the location but do not disturb or touch the species and contact an Authority representative as soon as possible (example: plants, amphibians, reptiles, invertebrate, birds, mammals, etc).**

Minimize Impacts to Soil and Vegetation: Avoid walking on steep slopes and bare soils to reduce erosion. Avoid walking on sensitive vegetation.

Preventing the Spread of Weeds and Disease: remove seeds, plant parts, and soil from shoes before entering and upon leaving each preserve.

Initial Here: CL **RESOURCE PROTECTION: CULTURAL**

Never pick up or remove items that are possibly historic or pre-historic artifacts. Report all possible finds to the Authority. No excavating or digging is allowed except to the extent, and as specifically described in this permit.



33 Las Colinas Lane
San Jose CA 95119
Phone: 408-224-7476
Fax 408-224-7548
Openspaceauthority.org

Initial Here: CL **SITE ACCESS, BY PRESERVE**

Do not leave other locks out of the lock series.

Leave gates as you found them, especially if cattle are present.

Initial Here: CL **SAFETY PRECAUTIONS**

Mountain Lion: Though attacks are extremely rare, if you see a lion acting unusual make yourself seem big, scary and make a lot of loud noise while carefully leaving the area. If you are attacked, fight back. Report any unusual behavior to Authority representative as soon as possible.

Designated Contact: Permittee shall establish a designated contact person within their organization to verify their planned time of site arrival and return. If the permittee does not notify the contact of their return according to the plan, the permittee's designated contact shall be responsible for notifying the authorities that the permittee is missing.

Initial Here: CL **EMERGENCY COMMUNICATIONS PROCEDURE**

Permittee shall instruct organizers/staff to quickly dial 911 to report any serious injury or immediate threat to life or property occurring on OSA lands.

Non-emergency requests for OSA Staff assistance may be made by calling (408) 224-7476.

Permittee shall ensure that on-site event organizers/staff have sufficient communication capability to relay an emergency message to someone who has reliable access to a working telephone to report emergencies. Permittee shall identify a location in advance of the event from where they can make an emergency telephone call, either by cellular telephone that has service, or by landline telephone. The information about this location shall be relayed to all on-site event organizers/staff. Where cellular service is sporadic, Permittee shall provide on-site event organizers/staff with radios to ensure that emergency messages can be relayed to a cellular telephone that has service or a landline telephone.

Initial Here: CL **FINANCIAL CONDITIONS**

The Permittee must provide the OSA general liability and property damage insurance to a minimum of \$1,000,000. Such insurance shall name the OSA as additionally insured on the group or organization's commercial general liability insurance policy. **The OSA requires a certificate of additional insured four (4) weeks prior to the event.**

The Permittee will submit a check made payable to Open Space Authority for \$250.00 to cover administration costs for reviewing and approving this Permit prior to its issuance. If the event requires OSA Staff time, the Authority may charge additional sums or require a deposit against which such costs will be charged if such sum is not certain at the time of Permit issuance.

Initial Here: CL **DISPLAY OF PERMIT:**

Permittee shall carry a copy of the complete Permit with Permit Conditions in the field on their person. Permittee is required to keep a copy of the approved permit visible on the vehicle dashboard **AT ALL TIMES** while Permittee or Vehicle is on OSA property.



4 porta-potties
1 hand wash station

6 bike racks

Food prep tent
10' x 10'

Canopy
10' x 20'

Horse
trailer
parking

Volunteer parking

Truck

Food
Prep

Canopy

Porta potties

Bike racks

Tables for
resting riders

Coyote Valley Open Space Preserve

20 ft

0 10 20 30 40 50 60 70 80



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/15/2022

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 American Specialty Insurance & Risk Services, Inc. dba A.S.I.R.S.I. Insurance Agency (CA License #0E72661) 7609 W. Jefferson Blvd., Suite 100 Fort Wayne IN 46804	CONTACT NAME: PHONE (A/C, No. Ext): FAX (A/C, No): E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Arch Insurance Company NAIC # 11150
INSURED League of American Wheelmen dba League of American Bicyclists 1612 K Street NW, Suite 1102 Washington DC 20006	INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES**CERTIFICATE NUMBER:** 1001961248**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.

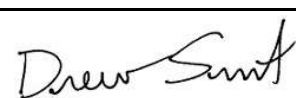
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: CLUB	Y		SBCGL0054505	02/01/2022	02/01/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 5,000,000
	AUTOMOBILE LIABILITY <input 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						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	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 <input type="checkbox"/> N / A					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

- Coverage applies to ALMADEN CYCLE TOURING CLUB, P. O. BOX 6747, SAN JOSE, CA 95150.

- The Certificate Holder shall be an Additional Insured, but only with respect to the operations of the Named Insured, and subject to the provisions and limitations of Form CG 2026 Additional Insured - Designated Person or Organization, but only with respect to TIERRA BELLA BICYCLE CENTURY RIDE on April 23, 2022.

CERTIFICATE HOLDER**CANCELLATION**

Open Space Authority 33 Las Colinas Lane San Jose CA 95119	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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Permit 0268 -- Almaden Cycle Touring Club -- CVAL -- Cycle Tour -- 4.23.22

Final Audit Report

2022-03-21

Created:	2022-03-16
By:	Ivy Rylander (irylander@openspaceauthority.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA-PLTdWuKYfKcvEdjvwvMx8N3ejDAXKoQ

"Permit 0268 -- Almaden Cycle Touring Club -- CVAL -- Cycle Tour -- 4.23.22" History

-  Document created by Ivy Rylander (irylander@openspaceauthority.org)
2022-03-16 - 5:43:27 PM GMT
-  Document emailed to Megan Robinson (mrobinson@openspaceauthority.org) for signature
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-  Document emailed to Galli Basson (gbasson@openspaceauthority.org) for signature
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-  Document emailed to Teri Rogoway (trogoway@openspaceauthority.org) for signature
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-  Document emailed to Elizabeth Loretto (eloretto@openspaceauthority.org) for signature
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-  Document e-signed by Galli Basson (gbasson@openspaceauthority.org)
Signature Date: 2022-03-16 - 5:58:06 PM GMT - Time Source: server
-  Email viewed by Megan Robinson (mrobinson@openspaceauthority.org)
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-  Document e-signed by Megan Robinson (mrobinson@openspaceauthority.org)
Signature Date: 2022-03-16 - 6:28:52 PM GMT - Time Source: server
-  Email viewed by Teri Rogoway (trogoway@openspaceauthority.org)
2022-03-18 - 3:42:02 PM GMT

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Signature Date: 2022-03-18 - 3:43:16 PM GMT - Time Source: server

 Email viewed by Elizabeth Loretto (eloretto@openspaceauthority.org)

2022-03-21 - 3:21:53 PM GMT

 Document e-signed by Elizabeth Loretto (eloretto@openspaceauthority.org)

Signature Date: 2022-03-21 - 3:22:10 PM GMT - Time Source: server

 Agreement completed.

2022-03-21 - 3:22:10 PM GMT