

## LAW ENFORCEMENT COMMITTEE

**Meet with RAGBRAI Staff**  
West & East June 20/21/22

**Attend Host Town Meeting in Des Moines on March 10.**

### Chairperson's Role & Responsibilities

Advice from previous committee chairpersons of RAGBRAI overnight towns varies, but the top recommendation from all is to read the chapter pertaining to your committee. Familiarize yourself and your Co-chair (if you have one) with all the duties and responsibilities discussed in the handbook. Then educate your volunteers and co-workers about the content in your chapter. Reading the entire book is also recommended to eliminate duplication of effort among committees. Set up a budget immediately and establish a game plan. Then develop a timeline with specific completion dates for critical steps.

Keep these points in mind when conducting committee meetings:

- Have an agenda
- Keep meetings short, no longer than one hour
- Take minutes at each meeting
- Ask your Co-chair to attend
- Prepare for contingencies "What if?"

These are the overall responsibilities of a committee chairperson. And above all else-

**DON'T LET GREED BE THE MOTIVATOR. YOU SHOULD GET ALL AGREEMENTS IN WRITING. A COPY OF ALL AGREEMENTS SHOULD BE FORWARDED TO THE TREASURER.**

All the efforts of law enforcement are appreciated by the RAGBRAI Staff and the RAGBRAI riders.

Before we even announce the route, RAGBRAI begins working with law enforcement by checking with all of the County Sheriffs regarding safety concerns about highways in their counties. Sheriff's departments also assist by assigning deputies to help direct traffic at dangerous intersections on county roads during the ride.

The Iowa State Patrol provides invaluable assistance before and during RAGBRAI. The Iowa State Patrol allows a trooper to ride with us when we drive and select the route. They help us map out an alternate route for vehicles. Plus they have safety education officers directing traffic at dangerous intersections across the state during RAGBRAI. The ISP will help in emergency situations wherever needed, however, they feel that their jurisdiction ends at the city limits. Law enforcement becomes the town's responsibility as the event enters town.

The local police chief or sheriff, or a representative from the departments, should be a member of the Law Enforcement Committee. In most cases, the police chief or sheriff is the chair of the committee.

RAGBRAI should be supervised and treated as any other event, and all laws should be enforced. We support arrest and prosecution for violations such as public intoxication, theft, possession of drugs, disturbing the peace and physical abuse. There were very few arrests during RAGBRAI in 2018 and some towns reported no arrests at all. This indicates that RAGBRAI causes no more law enforcement concerns than any other major event. As is evident from last year's surveys, residents from surrounding area caused much of the disturbance.

### Law Enforcement Meeting

In late June, (June 20-22) the Iowa State Patrol and RAGBRAI host a special law enforcement meeting in your community. Your police chief, sheriff, Law Enforcement Chairperson and Public Safety Chair will receive an invitation to attend this meeting.

Police Departments and Sheriff's Departments that represent towns that the route passes through will also be invited to attend. In pass through towns with no police department, the mayors and/or city administrators are invited to attend as well.



## Hiring Additional Personnel

Most police departments in host communities will need their current law enforcement officers to work overtime when RAGBRAI is in town. Most of the communities hire additional officers from other communities. Some smaller communities have added over 25 police officers. All have said they were glad there were prepared with the necessary officers during the event.

The taxpayers in your town should not be asked to absorb any of the costs to the community, so all additional costs for law enforcement should be estimated and turned in to your local RAGBRAI committee as part of their operating budget.

These communities report the following amounts paid for additional officers.

| 2018 Towns | additional officers | \$ amount for overtime/add'l officers |
|------------|---------------------|---------------------------------------|
| Onawa      | 11                  | \$5,800                               |
| Denison    | 0                   | \$1,000                               |
| Jefferson  | 25                  | \$12,500                              |
| Ames       | 0                   | N/A                                   |
| Newton     | 15                  | \$8,000                               |
| Sigourney  | 25                  | N/A                                   |
| Iowa City  | 0                   | N/A                                   |
| Davenport  | 0                   | N/A                                   |

If one of these towns is approximately the same size as yours, we advise you to contact their Law Enforcement Committee Chair for some tips. Names of last year's chairs can be found at the back of this handbook.

Hopefully these figures give your community an idea of how to project costs and whether you need to solicit volunteers to keep expenses to a minimum. Reserves, Volunteers and Explorer Post members have limited or no law enforcement authority, however, they can be valuable in directing traffic and monitoring crowd behavior. Police departments equip these individuals with cellular phones or two-way radios so they can communicate with officers.

At the end of this section is an example of the type of information one town provided to the additional officers.

***The more uniformed officers you have, the more visibility and presence you'll have - and thus less chance of incidents occurring.***

## Traffic Control

Cooperation among the police chief, the sheriff's office, the RIDE RIGHT Committee, the Iowa State Patrol, the Public Safety Committee and Law Enforcement Committee is the reason given when a community reports a successful RAGBRAI visit.

Cars and bicycles do not mix well. Much planning and preparation is needed to keep the bikers, support vehicles and shuttle routes separate whenever possible. Many communities turn their streets into all right-turn-only streets, so neither bicycles or vehicles need to make a left turn across oncoming traffic. Some block off streets with no parking signs near the campgrounds, make other streets two- and three-lane one-way streets and keep all vehicle traffic off the bicycle route.

The Public Safety Committee will work closely with the Law Enforcement Committee, who is responsible for selecting the bike and support vehicle routes through town. **The earlier the routes are determined the better, since many planning decisions are based on the route in town.** The final route is submitted to the RAGBRAI Director at the Law Enforcement meeting on June 20-22.

The RAGBRAI route markers will mark with colorful arrows the bike (orange) and support vehicle (green) routes through town. The Public Safety and Law Enforcement Committees will develop a plan and set barricades, cones, etc. A sample plan is at the end of this section.

Some towns had additional concerns to address when RAGBRAI riders were coming into town while residents were getting out of church on Sunday. You may want to have the bicycle route completely closed to vehicular traffic on one street and direct your church members onto another street to keep the two groups completely away from each other.

Based on previous years, vehicles will start arriving in town as early as 6:00 a.m. and bikes as early as 10:00 a.m. These times depend on the distance between the previous overnight town and your town. The bulk of the vehicles should be in your town by noon and most riders by 6:00 p.m.

Here is a breakdown of vehicles from last year. You can anticipate entering your town with RAGBRAI:

- Large Trucks (24' Ryder/Penske) 148
- RVs 461
- Buses 122
- Other vehicles 735

## Peaceful Campgrounds

A frequent complaint from the riders is that the campgrounds are too noisy. Campgrounds need to be quiet areas. It is important that everything possible be done to insure the campers a peaceful night so they can be rested for the next day's ride. The Campground Committee will work with you to provide security and assist in eliminating troublemakers from the campgrounds.

Host communities indicate that revelers, including riders and townspeople, go to the campground to party after the Beverage Garden and local establishments have closed. Riders report a few confrontations with these individuals. You should plan to have uniformed officers that frequently patrol each campground from 9:00 p.m. to 5:00 a.m. Do whatever it takes to ensure a quiet campground. **This is very important to the riders.**

## Beverage Garden Security

RAGBRAI participants are considered a well-behaved group of people for an event of its size, but as with all events where alcoholic beverages are served, Beverage Gardens and local establishments must be monitored by uniformed law officers. One police chief advised that you could fill your jail quickly with the "rowdies," but the best approach is to show your presence, give out warnings if necessary, and if the crowd becomes very unruly, just try to contain it within a perimeter and arrest only when absolutely necessary.

**Most overnight towns say there should be just one Beverage Garden. It is much easier to control. Multiple beer gardens spread out the potential for incident.**

The majority of successful overnight town committees report that the mere show of presence of officers helps control the crowds. We ask that there be as many uniformed officers at the Beverage Garden as necessary to ensure that the drinking laws of Iowa can be effectively enforced. The Beverage Garden and Law Enforcement Committees should coordinate efforts to see that minors are not served alcoholic beverages.

We recommend that uniformed officers (and high school coaches or counselors) be stationed at all entrances of a Beverage Garden to assist with identification as needed. This is a suggested number, however, you must decide what is right for your community.

Alcohol consumption by minors is a major concern of The Register and RAGBRAI. We strongly recommend that any minors found with alcoholic beverages be charged and sent home at their parents' expense.

We would hope that each local establishment has a uniformed officer on duty for the evening at the cost of the establishment. Convenience and grocery stores should be advised to check the identification of all youths who wish to purchase alcoholic beverages. Some riders may say they don't have anywhere to carry an ID when they wear biking clothes. Your reply is simple: **NO ID, NO ALCOHOLIC BEVERAGES.**

## Fire Code & Capacity Limits

The State Fire Marshal is responsible for determining the maximum number of patrons allowed in a licensed establishment. It is the licensee's responsibility to monitor the number of patrons in the licensed establishment. Licensees may not have more patrons in their establishments than the allowable number designated by the State Fire Marshal. Fire code violations may result in suspension or revocation of the license. There is a possibility that the State Fire Marshal will be coming along on RAGBRAI to check these limits.

## Illegal Vendors

As stated in the Food & Vendors Committee section, the Register is very careful about the use of RAGBRAI (Register's Annual Great Bicycle Ride Across Iowa), RIDE RIGHT and the respective logos on any sale merchandise. We also feel it is imperative to keep out bootleg vendors who did not pay the vending fees to the local committee. When an offending vendor can't be persuaded by RAGBRAI or the local committee to cease their operation, we ask for the help of the Law Enforcement Committee to step in and assist. The sale of non-licensed items breaks Registered Trademark laws. It also causes loss of income to local vendors who have paid proper license fees and obtained permission from the community, and to the bicycle shops that have contracts with The Des Moines Register RAGBRAI to sell RAGBRAI merchandise.

## Contacting RAGBRAI

The RAGBRAI Director Matt Phippen monitors the state patrol radio frequencies, V-Law and LEA. You can also contact the RAGBRAI Director on his cellular phone (319-361-8771) at all times, or Marketing Director, Anne Lawrie (773-562-9337).

## RAGBRAI XLIX - Overnight Town Handbook -2022

### LAW ENFORCEMENT COMMITTEE TIMELINE & CHECKLIST

This is a schedule that worked for a town last year. Set a timeline that is reasonable for your community.

#### MARCH2022

- Determine how many volunteers you will need
- Meet with Public Safety Committee
- Budgets due to Budget/Fundraising Committee
- Attend host town meeting in Des Moines, Breakout session for Law Enforcement/Beverage Gardens
- Attend town meeting

#### APRIL2022

- Meet with Beverage Garden Committee to discuss security issues
- Meet with Campground Committee to discuss security issues and keeping a quiet campground
- Recruit officers
- Meet with Public Safety to discuss Crisis Management and Severe Weather Plans
- Meet with RIDE RIGHT and Public Safety Committees regarding routes

#### MAY2022

- Work with Beverage Garden Committee to set up a secure area
- Meet with the Transportation and Public Safety Committees regarding shuttle routes and parking areas

#### JUNE2022

- Determine additional signage and electronic signage needed
- Determine and secure barricades needed
- Determine equipment needed
- Determine number of personnel needed
- Meet with Communications Committee
- Review of shuttle routes and parking areas with the Transportation Committee
- Attend safety meeting for Law Enforcement consisting of Iowa State Patrol Safety Education Coordinator, county sheriff, and local police from overnight and pass-through towns
- Submit finalized bike and support vehicle routes into and out of town to the RAGBRAI Staff
- Meet with the Food & Vendor Committee regarding renegade and illegal vendors

#### JULY2022

- Finalize traffic routes
- Volunteer orientation and training
- Community clean up

#### AFTER RAGBRAI

- Send out thank you notes
- Complete surveys
- Final meeting with RAGBRAI Staff

**RAGBRAI® LAW ENFORCEMENT BUDGET  
EMMETSBURG, IOWA (JULY 21, 2015)**

**REVENUE**

| <b>Law Enforcement Income</b> | <b>Budgeted</b> | <b>In-Kind</b> | <b>Actual</b> |
|-------------------------------|-----------------|----------------|---------------|
| Sponsorship                   | 0.00            | 0.00           | 0.00          |
| <hr/>                         |                 |                |               |
| <b>TOTAL REVENUE</b>          | <b>\$0.00</b>   | <b>\$0.00</b>  | <b>\$0.00</b> |

**EXPENSES**

| <b>Law Enforcement Expenditures</b> | <b>Budgeted</b>   | <b>In-Kind</b> | <b>Actual</b>     |
|-------------------------------------|-------------------|----------------|-------------------|
| Dispatch/Jailer                     | 1,000.00          | 0.00           | 810.00            |
| Additional Officers (13)            | 4,000.00          | 0.00           | 3,412.50          |
| Golf Carts                          | 500.00            | 0.00           | 300.00            |
| Miscellaneous                       | 500.00            | 0.00           | 0.00              |
| <hr/>                               |                   |                |                   |
| <b>TOTAL EXPENSES</b>               | <b>\$6,000.00</b> | <b>\$0.00</b>  | <b>\$4,522.50</b> |

|                          | <b>Budgeted</b>    | <b>In-Kind</b> | <b>Actual</b>      |
|--------------------------|--------------------|----------------|--------------------|
| Total Revenue            | \$0.00             | \$0.00         | \$0.00             |
| Total Expenses           | \$6,000.00         | \$0.00         | \$4,522.50         |
| <b>TOTAL PROFIT/LOSS</b> | <b>-\$6,000.00</b> | <b>\$0.00</b>  | <b>-\$4,522.50</b> |

## **RAGBRAI XLIX - Overnight Town Handbook -2022**

### **INFORMATION FOR ALL OFFICERS WORKING DURING RAGBRAI**

WE VERY MUCH APPRECIATE YOUR HELP AND SUPPORT AT THIS BUSY TIME. PLEASE FEEL FREE TO ASK ANY OF OUR PERSONNEL IF YOU HAVE ANY QUESTIONS OR NEED ANYTHING.

SOME EMERGENCY CONTACT NUMBERS ARE AS FOLLOWS:

P.D. PHONE NUMBER

RAGBRAI LOCAL HQ PHONE NUMBER

CO-CHAIR NAME AND PHONE NUMBER

CAMPGROUNDS CHAIR NAME AND PHONE NUMBER

IN ORDER TO MAKE THIS EVENT RUN SMOOTHLY, WE WOULD LIKE TO ATTEMPT TO ADHERE TO SOME GUIDELINES.

IT WOULD BE A SIMPLE TASK TO FILL OUR JAIL VERY QUICKLY ON THIS DAY BUT WE WANT TO DO ALL WE CAN TO AVOID MAKING ARRESTS. ARRESTS USE UP VALUABLE RESOURCES OF WHICH WE ARE IN SHORT SUPPLY. PLEASE DO YOUR BEST TO GIVE OUT WARNINGS AND, IF NECESSARY, CITATIONS BUT ONLY ARREST THOSE THAT MUST BE ARRESTED. IF IN DOUBT, CONTACT A LOCAL POLICE OFFICER OR SUPERVISOR.

BEFORE GOING TO YOUR WORK ASSIGNMENT, VERIFY THAT YOU HAVE A WAY TO COMMUNICATE WITH OUR DISPATCH. OUR INTENTION IS TO USE MUTUAL AID AS MOST OFFICERS DO HAVE AID ON THEIR PORTABLES. YOU MAY ALSO BE ABLE TO USE CELL PHONES BUT IT IS EXPECTED THAT THE TOWERS WILL BE VERY BUSY DURING RAGBRAI. WE HAVE A VERY LIMITED NUMBER OF PORTABLE RADIOS AVAILABLE FOR SPECIAL CIRCUMSTANCES. SEE THE POLICE CHIEF OR LIEUTENANT FOR THE USE OF ONE OF OUR RADIOS.

THIS INFORMATIONAL PACKET CONTAINS DETAILS THAT WILL ASSIST YOU. PLEASE KEEP THE PACKET UNTIL YOUR DUTY HAS CONCLUDED.

IN THE PACKET IS:

1. A MAP, WHICH SHOWS THE ROUTES FOR BIKES AND SUPPORT VEHICLES. IT ALSO SHOWS THE INTERSECTIONS WHERE WE WILL HAVE TRAFFIC CONTROL AND THE CAMPGROUNDS.

2. STOLEN PROPERTY REPORT FORMS. IF SOMEONE WANTING TO REPORT STOLEN PROPERTY APPROACHES YOU, PLEASE GIVE THEM THE FORM TO FILL OUT AND THEY CAN RETURN IT TO YOU SO IT WILL END UP AT THE PD. OR THEY CAN DROP IT OFF AT THE P.D. THEMSELVES.

3. A SEVERE WEATHER PLAN IS INCLUDED IN THE PACKET AND IF THE NEED ARISES, PLEASE DIRECT PEOPLE TO THE NEAREST SEVERE WEATHER SHELTER.

IF YOU NEED TRANSPORTATION TO OR FROM A WORK DETAIL, PLEASE LET A P.D. OFFICER OR A DISPATCHER KNOW AND IT WILL BE ARRANGED. KEEP IN MIND THAT A LOT OF THE WORK DETAILS ARE WITHIN EASY WALKING DISTANCE.

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FOR THOSE WORKING A TRAFFIC CONTROL DETAIL, YOU WILL NOTICE THAT MOST INTERSECTIONS WILL HAVE TWO OFFICERS SCHEDULED FOR EACH INTERSECTION STARTING AT 0700 AND HOPEFULLY ENDING AT 1900 HOURS. IF THERE IS A NEED FOR TRAFFIC CONTROL AT YOUR INTERSECTION AFTER 1900 HOURS, PLEASE NOTIFY DISPATCH AND WE WILL DO OUR BEST TO ARRANGE IT.

WITH TWO OFFICERS AT EACH INTERSECTION YOU CAN COORDINATE BETWEEN YOU FOR TAKING BREAKS AND REPLACING ONE ANOTHER. FEEL FREE TO COME TO THE POLICE DEPARTMENT TO TAKE BREAKS AND RELAX.

WHEN YOUR SCHEDULED TRAFFIC CONTROL DETAIL IS TO CONCLUDE, PLEASE MAKE SURE YOUR REPLACEMENT HAS ARRIVED BEFORE YOU LEAVE THE INTERSECTION. WITH TWO OFFICERS WORKING EACH INTERSECTION, ONE CAN GO ON TO THE NEXT DETAIL WITH THE OTHER COVERING UNTIL REPLACEMENT ARRIVES. PLEASE GIVE THE OFFICER WHO IS MOVING ON TO ANOTHER INTERSECTION THE FIRST OPPORTUNITY TO LEAVE IF THE OTHER OFFICER IS MOVING ON TO A CAMP DETAIL.

IF YOU ARE WORKING AN INTERSECTION ALONE FOR ANY LENGTH OF TIME AND FIND THAT YOU NEED A BREAK FOR SOME REASON, PLEASE CONTACT THE P.D. AND IT WILL BE ARRANGED.

FOR THOSE OFFICERS WORKING A CAMP DETAIL, PLEASE KEEP IN MIND THAT WE ARE THERE TO PROVIDE A LAW ENFORCEMENT PRESENCE, KEEP THE PEACE AND GIVE OUT INFORMATION. IF THERE ARE DISPUTES REGARDING CAMP SITES, REFER THE INDIVIDUALS TO RAGBRAI VOLUNTEERS WHO SHOULD BE PRESENT AT ALL CAMPS.

THERE WILL BE GAPS IN COVERAGE OF THE CAMPS SO IF YOU HAVE ENDED YOUR SCHEDULED TIME TO WORK THE CAMP, YOU MAY OR MAY NOT HAVE A REPLACEMENT COMING. YOU DO NOT HAVE TO WAIT FOR THEM BEFORE LEAVING.

IF THERE IS MORE THAN ONE OFFICER ASSIGNED TO A CAMP, WE WOULD PREFER THAT OFFICERS PAIR UP FOR SAFETY. THE POSTED SCHEDULE SHOULD SHOW WHO THE OTHER OFFICERS ARE AT EACH CAMP.

POLICE OFFICERS ARE NOT BEING ASKED TO CHECK VENDOR PERMITS. THE FOOD VENDOR CHAIR AND NONFOOD VENDOR CHAIR WILL BE DOING THIS BUT THEY WILL NOTIFY AN OFFICER IF A VIOLATION IS FOUND. THE VIOLATOR WILL BE GIVEN THE OPPORTUNITY TO PURCHASE A PERMIT. IF THEY CHOOSE NOT TO, THEY WILL BE ASKED TO SHUT DOWN. IF THERE IS A PROBLEM, PLEASE CITE THEM UNDER THE CODE INCLUDED IN THE INFORMATION PACKET.

LET'S BE SAFE OUT THERE AND MAKE THIS A FUN AND SUCCESSFUL EVENT. THANKS AGAIN FOR YOUR HELP.

CHIEF JONES

# RAGBRAI XLIX - Overnight Town Handbook -2022

## Plan for Placement of Signs, Barricades & Cones (sample)

### Friday, July 18th

1. Check with the Street Department to make sure that all of the barricades and cones are ready to be delivered. Review locations where the barricades and cones are to be placed.

### Saturday, July 19th

1. 4:00 p.m. Close the following uptown streets to through traffic and parking:
  - a. Broadway from 12<sup>b</sup> Street to Main Street
  - b. Ave C. from Broadway to I Ave N.
  - c. Center Street from Ave C. to Main Street
  - d. 1400 block of Broadway, north lane between Hy-Vee Driveways
2. 5:00 p.m. Post traffic and directional signage
  - a. No Camping  
City Parks
  - b. No Parking  
Highway 39 from Ave C to City Limits
  - c. Entry Routes
    - Highway 39
    - Avenue C
    - Main Street
    - 4th Ave N.
    - Northside Recreation area
    - 4h Ave N. & 16th to YellowSmoke Park
    - Highway 30
    - Highway 59
  - d. Route to YellowSmoke Park from 4h Ave N. & 16th Street
    - East on 4th Ave N
    - North on Friendly Lane
    - South on 20th Street
    - East on Bel Aire Drive
    - North on 24th Street
    - East on 6h Ave N. to Park Entrance
3. 7:00 p.m. Final Safety Check of Routes and Camp Grounds

### Sunday, July 20th

- 6:00 a.m. Post No Parking signs on Shuttle Bus Routes where needed.  
Close remainder of uptown streets  
14th Street from Broadway 1/2 block south  
Broadway from Exchange Street to 12<sup>h</sup> Street  
Broadway from Main Street to 15th Street  
8th Ave S. from Main Street 3/4 block west.  
Close streets around Fairground  
Ave C. from Highway 39 to 7th Street  
Industrial Road from Farmland Drive to Ave C

Make sure all other gates into the Fairgrounds with the exception of the Pit Gate are closed and locked.  
Put chairs out at traffic control points  
Place cones/barricades at traffic hazards

- 6:00 p.m. Post Directional Signage on Departure Routes  
Highway 39  
Ave C - southwest for Support Vehicles  
Highway 59