



**Traffic Safety and Signage Committee  
Meeting Agenda  
July 6, 2026  
2:00 PM  
Bentonville City Hall**

**I. Old Business**

**II. New Business - Public Comment to be Heard with Agenda Item**

1. **Spooky Sprint - Fayetteville on 10/4/26** **Informational**  
Kaleb Sarver - [kaleb@bodiesrc.com](mailto:kaleb@bodiesrc.com)

Request for approval of a Half Marathon, 10K, and 5K event route utilizing City streets, including temporary traffic control, police assistance at Highway 12 crossings, and course monitors for participant safety. We would want police officers on 12 Highway on the north and east sides.

2. **Ozarks Hiking Weekend by American Pilgrims on Camino** **Informational**  
Denise Estrada - [denise.estrada@outlook.com](mailto:denise.estrada@outlook.com)

American Pilgrims on the Camino is an all-volunteer, non-profit organization whose objective is to facilitate communication within the community of North American pilgrims, particularly those in the United States. Our plan on 9/12/26, beginning at 9:30, is to walk from the Bentonville Library to the Airship Coffee at Coler Mountain Bike Preserve and return to the Library.

3. **Bentonville Parks and Recreation: Run Bentonville Race Series 2026-2027** **Informational**  
Shauna Damon - [shauna.damon@bentonville.ar.gov](mailto:shauna.damon@bentonville.ar.gov)

Bentonville Parks and Recreation requests street closure approvals for the upcoming events for the remaining year 2026 and early 2027.

**III. Miscellaneous**

1. **Lifetime Event**  
Kalene Griffith - [kalene@visitbentonville.com](mailto:kalene@visitbentonville.com)

Discussion regarding a proposed alternate route for the 2026 Lifetime Event due to planned Main Street construction. No action requested.

**IV. Next Proposed Meeting:**

1. **August 3, 2026**



To: Traffic Safety & Signage Committee  
From:  
Thru:  
Date: July 6, 2026

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**Subject:** Spooky Sprint - Fayetteville on 10/4/26  
Kaleb Sarver - [kaleb@bodiesrc.com](mailto:kaleb@bodiesrc.com)

Request for approval of a Half Marathon, 10K, and 5K event route utilizing City streets, including temporary traffic control, police assistance at Highway 12 crossings, and course monitors for participant safety. We would want police officers on 12 Highway on the north and east sides.

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**Recommendation for Action:**

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**Background:**

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**Budget Impact:**

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**Attachments:**

1. Spooky Sprint Form
2. Spooky Sprint Details
3. Spooky Sprint Map



**Traffic Safety & Signage Committee Agenda Item Form**

**Item Details**

<b>TSS Meeting Date:</b>		<b>Submitted By:</b>	
<b>Phone:</b>		<b>Applicant Address:</b>	
<b>Email:</b>			

**Item Type (Check all that apply)**

<input type="checkbox"/> Signage Request	<input type="checkbox"/> Special Event	<input type="checkbox"/> Construction	<input type="checkbox"/> Sidewalk/Trail Closure
<input type="checkbox"/> Crosswalk/Street Markings	<input type="checkbox"/> Race/Run	<input type="checkbox"/> Street/Lane Closure	<input type="checkbox"/> Other

**Title, Recommendation Justification**

<b>Title:</b>	
<b>Action/ Recommendation &amp; Comments</b>	

<b>FIRE/EMS STAND-BY REQUIRED</b>	<b>YES</b>	<b>NO</b>
<b>POLICE ASSISTANCE REQUIRED</b>	<b>YES</b>	<b>NO</b>
<b>ATTACHMENTS SUBMITTED</b>	<b>YES</b>	<b>NO</b>

**\*TSS AGENDA REQUEST MUST BE SUBMITTED 90-DAYS PRIOR TO THE EVENT/CLOSURE DATE\***

\* PRIOR TO SUBMITTING ANY EVENT, CONTACT POLICE DEPARTMENT  
Kevin Cizerle kevin.cizerle@bentonville.arkansas.gov

\*All request require a site map, race/run route map and/or possible detour map with proposed dates & times.

\*For all events, include a proposed alternative date to be approved in case of any weather incidents.

\*Traffic Calming Request (Signage, crosswalks, etc.) require a Neighbor Notification/Petition Form with submittal.

**Return form to Transportation Dept: erica.hourigan@bentonville.ar.gov**

# EVENT OPERATIONS PLAN

## Half Marathon, 10K & 5K Run

*Submitted for TSS Committee Review*

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### 1. Event Overview

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This submittal provides finalized details on event operations, traffic control, public safety coordination, and on-course staffing in response to the committee's request for additional development of the operations plan.

#### Event Summary

- Event format: Half marathon, 10K, and 5K running events on a single shared course with separate turnaround points.
- Start / Finish: Bentonville Community Center.
- Half marathon turnaround: Creekside Park.
- 10K turnaround: Mid-course turnaround (water station).
- 5K turnaround: Mid-course turnaround (water station).
- Primary corridors: SW Regional Airport Blvd, SW Maple Rd, and connector residential streets returning via SW Edinburgh Ave to the Community Center.
- Highway crossings: HWY 12 on the north and east sides of the course.

### 2. Course Map

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The map below shows the full course (orange/yellow line), the start/finish at the Bentonville Community Center (checkered flag), the half marathon turnaround at Creekside Park, and all course monitor positions (yellow markers).



- The Race Director will maintain direct contact with the on-duty dispatch line during the event for any medical response needs.
- A designated medical / first aid point will be staffed at the start/finish area at the Community Center.

## 4. Traffic Control Plan

Traffic control is structured around two layers: sworn officers at the two HWY 12 crossings (the highest-risk points), and trained course monitors at every other intersection where runners interact with vehicle traffic.

### Course Monitor Posts

Course monitors will be posted at all major intersections along the residential portion of the course. Each monitor will be equipped with a high-visibility vest, a whistle, and communication with the Race Director. Monitors will direct runners along the marked route and alert approaching drivers.

Location / Post	Staff Count	Role & Responsibilities
HWY 12 — North crossing	1 Officer	Bentonville PD officer stationed at the highway crossing to control vehicle traffic and provide safe passage for runners.
HWY 12 — East crossing	1 Officer	Bentonville PD officer stationed at the highway crossing to control vehicle traffic and provide safe passage for runners.
SW Hayfield Ave	2 Monitors	Course monitors directing runners, alerting drivers, and managing the intersection.
SW Edinburgh Ave	2 Monitors	Course monitors directing runners, alerting drivers, and managing the intersection.
SW Nottingham Ave	1 Monitor	Course monitor directing runners and alerting drivers at the intersection.
SW Fir Ave	1 Monitor	Course monitor directing runners and alerting drivers at the intersection.
SW Pine Ave	1 Monitor	Course monitor directing runners and alerting drivers at the intersection.
TOTAL	2 Police + 8 Course Monitors	All personnel will be in high-visibility vests and connected via radio/phone to the Race Director.

### Signage & Course Marking

- Directional arrows and mile markers will be placed along the course the morning of the event.
- "Race in Progress" signs will be placed at the entrances to each affected residential street.

- Cones will be used to define the runner lane on shared-use roadway segments.
- All signage and cones will be removed by the event team within 2 hours of the last runner finishing.

## Resident & Driver Notification

- Affected residents along the course will receive door hangers / flyers in the week leading up to the event with the date, time window, and a contact number.
- Event details will also be posted to local community channels in advance.

## 5. Aid Stations & Runner Support

Two staffed water stations will be located at the 5K and 10K turnaround points. These positions serve double duty as turnaround markers and hydration points for all three race distances.

Station	Location	Supplies & Staffing
5K Turnaround	Mid-course turnaround point (see route map)	Water station with bottled/cup water, staffed by event volunteers throughout the duration runners are on course.
10K Turnaround	Mid-course turnaround point (see route map)	Water station with bottled/cup water, staffed by event volunteers throughout the duration runners are on course.

## 6. Operational Logistics

### Event Day Timeline

- Setup begins at the Community Center prior to runner arrival (signage, finish line, hydration supplies, registration check-in).
- Course monitors and police officers report to their assigned posts and check in with the Race Director before the race start.
- Race starts at the Community Center; runners follow the marked course to their distance's turnaround and return to the Community Center finish.
- Course closes after the last runner crosses the finish line; teardown follows immediately.

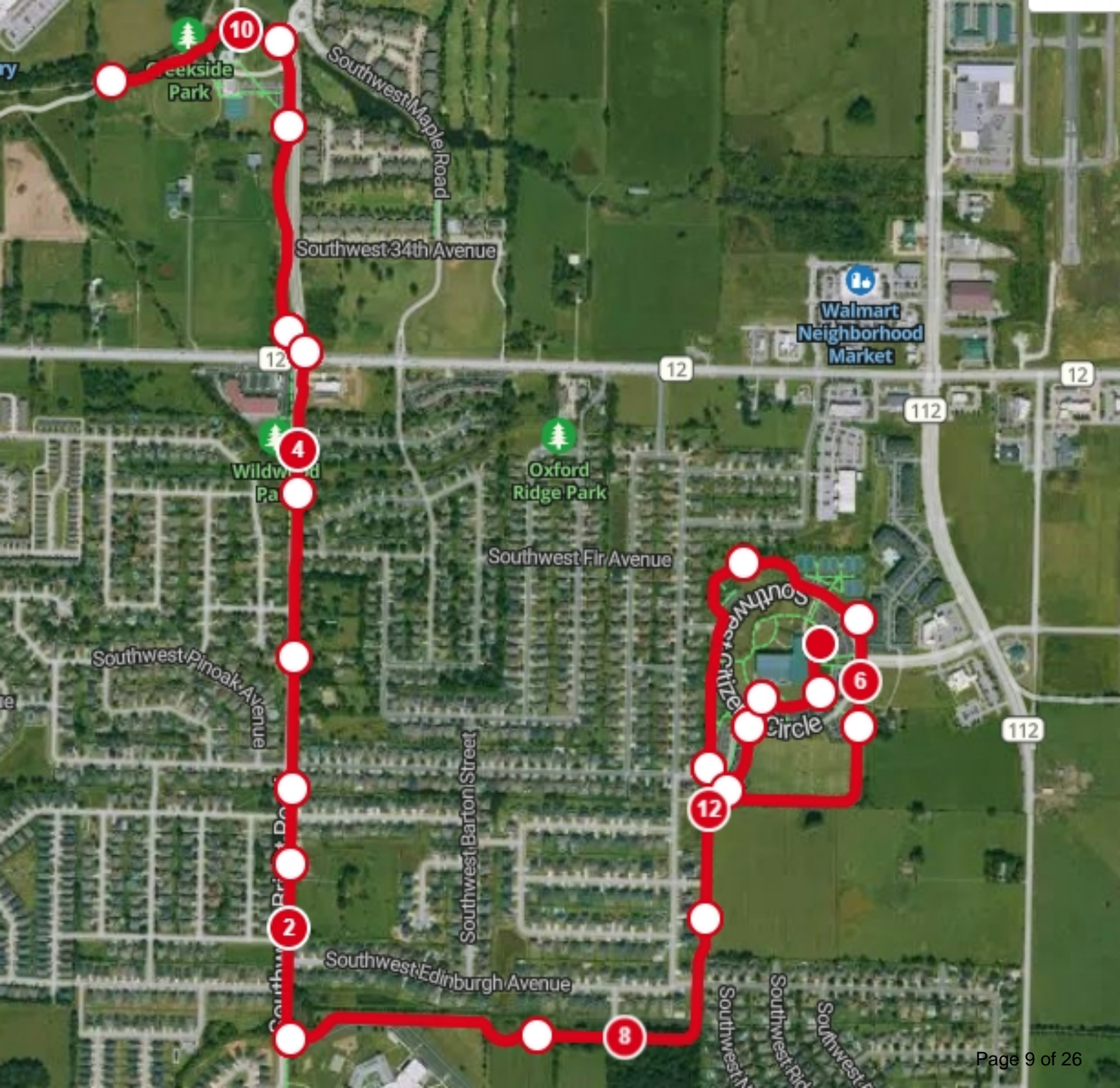
### Communications

- The Race Director will maintain phone/radio contact with all police posts and course monitors throughout the event.
- A dedicated contact number will be provided to the City, BPD, and BFD prior to event day.
- Course monitors will report any incident, medical issue, or traffic concern directly to the Race Director for escalation.

### Contingency & Weather

- In the event of severe weather, the event will be delayed or canceled at the Race Director's discretion in coordination with public safety partners.
- All participants will be notified via email and on-site announcement of any schedule change.

- Medical incidents will be handled by directing 911 EMS response to the nearest cross street; the Race Director will coordinate access.





To: Traffic Safety & Signage Committee  
From:  
Thru:  
Date: July 6, 2026

---

**Subject:** Ozarks Hiking Weekend by American Pilgrims on Camino  
Denise Estrada - [denise.estrada@outlook.com](mailto:denise.estrada@outlook.com)

American Pilgrims on the Camino is an all-volunteer, non-profit organization whose objective is to facilitate communication within the community of North American pilgrims, particularly those in the United States. Our plan on 9/12/26, beginning at 9:30, is to walk from the Bentonville Library to the Airship Coffee at Coler Mountain Bike Preserve and return to the Library.

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**Recommendation for Action:**

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**Background:**

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**Budget Impact:**

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**Attachments:**

1. Traffic Safety and Signage Committee \_ Bentonville, AR
2. Saturday Morning Hike-Bentonville City Square to Bentonville City Square - Google Maps



**Traffic Safety & Signage Committee Agenda Item Form**

**Item Details**

<b>TSS Meeting Date:</b>	7/6/2026	<b>Submitted By:</b>	Denise Estrada
<b>Phone:</b>	4796857520	<b>Applicant Address:</b>	901 NW B St., Bentonville, AR 72712
<b>Email:</b>	denise.estrada@outlook.com		

**Item Type (Check all that apply)**

- |  |   |  |   |
|--|---|--|---|
| <input type="checkbox"/> Signage Request           | <input checked="" type="checkbox"/> Special Event | <input type="checkbox"/> Construction        | <input type="checkbox"/> Sidewalk/Trail Closure |
| <input type="checkbox"/> Crosswalk/Street Markings | <input type="checkbox"/> Race/Run                 | <input type="checkbox"/> Street/Lane Closure | <input type="checkbox"/> Other                  |

**Title, Recommendation Justification**

<b>Title:</b>	Ozarks Hiking Weekend by American Pilgrims on Camino
<b>Action/ Recommendation &amp; Comments</b>	<p>American Pilgrims on the Camino is an all-volunteer, non-profit organization whose objective is to facilitate communication within the community of North American pilgrims, particularly those in the United States. American Pilgrims continually seeks meaningful ways to support the Camino de Santiago de Compostela.</p> <p>One of the principal goals is to gather pilgrims together and to provide information. This weekend in Northwest Arkansas supports this goal. Our plan on 9/12/26 beginning at 9:30 is to walk from the Bentonville Library to the Airship Coffee at Coler Mountain Bike Preserve and return to the Library.</p>

- FIRE/EMS STAND-BY REQUIRED**    YES  NO
- POLICE ASSISTANCE REQUIRED**    YES  NO
- ATTACHMENTS SUBMITTED**    YES  NO

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 Kevin Cizerle kevin.cizerle@bentonville.arkansas.gov

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Denise R. Estrada

06/25/2026

**Return form to Transportation Dept: erica.hourigan@bentonville.ar.gov**









To: Traffic Safety & Signage Committee  
From:  
Thru:  
Date: July 6, 2026

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**Subject:** Bentonville Parks and Recreation: Run Bentonville Race Series 2026-2027  
Shauna Damon - [shauna.damon@bentonville.ar.gov](mailto:shauna.damon@bentonville.ar.gov)

Bentonville Parks and Recreation requests street closure approvals for the upcoming events for the remaining year 2026 and early 2027.

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**Recommendation for Action:**

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**Background:**

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**Budget Impact:**

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**Attachments:**

1. TSS - 2026 WRE, Goblin, Frosty, Cupids, Irish, Half, Glow
2. TSS Request Fall 2026- Spring 2027



**Traffic Safety & Signage Committee Agenda Item Form**

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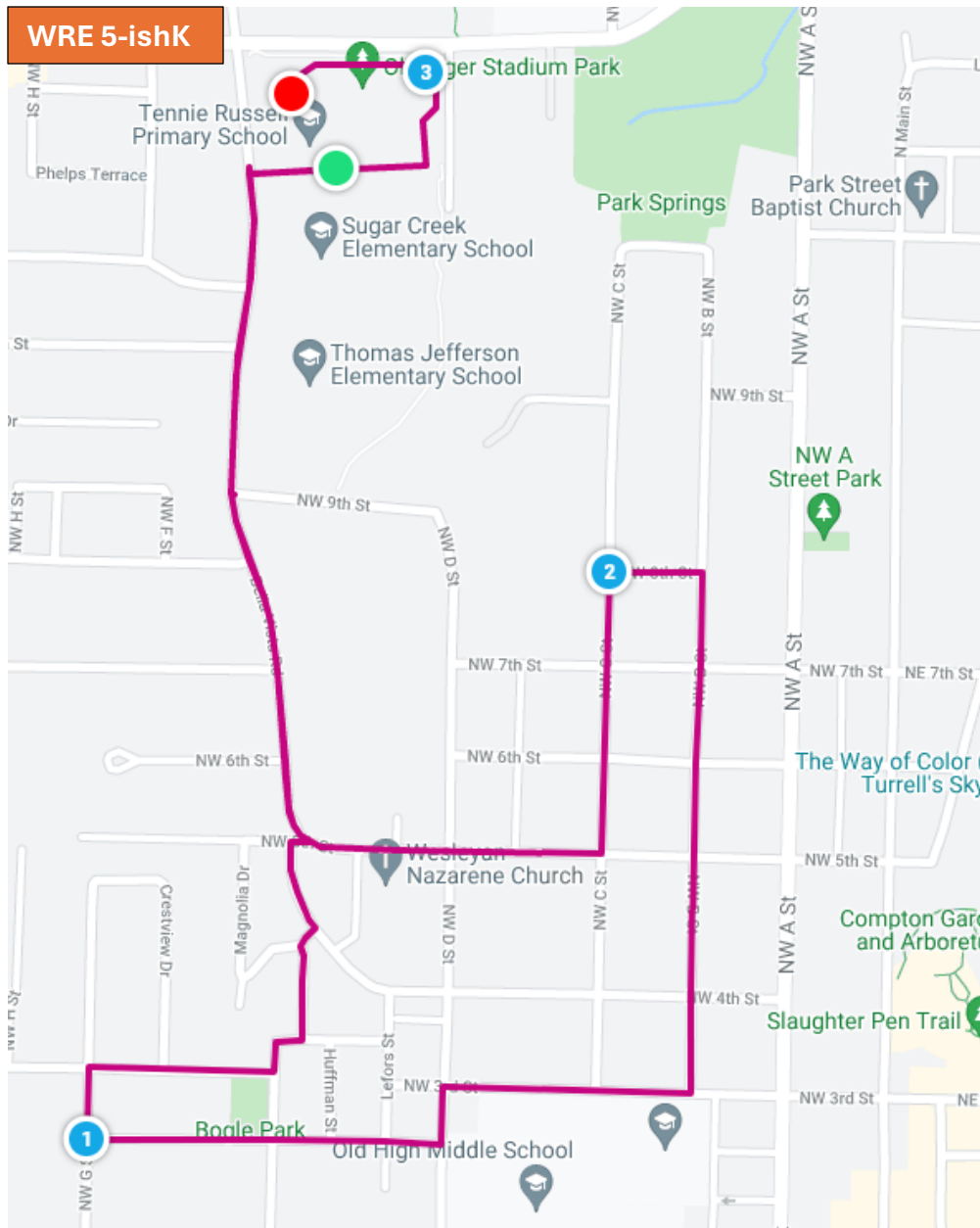
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Bentonville Parks and Recreation requests street closure approvals for the following upcoming events for the remaining 2026 year and early 2027 year:

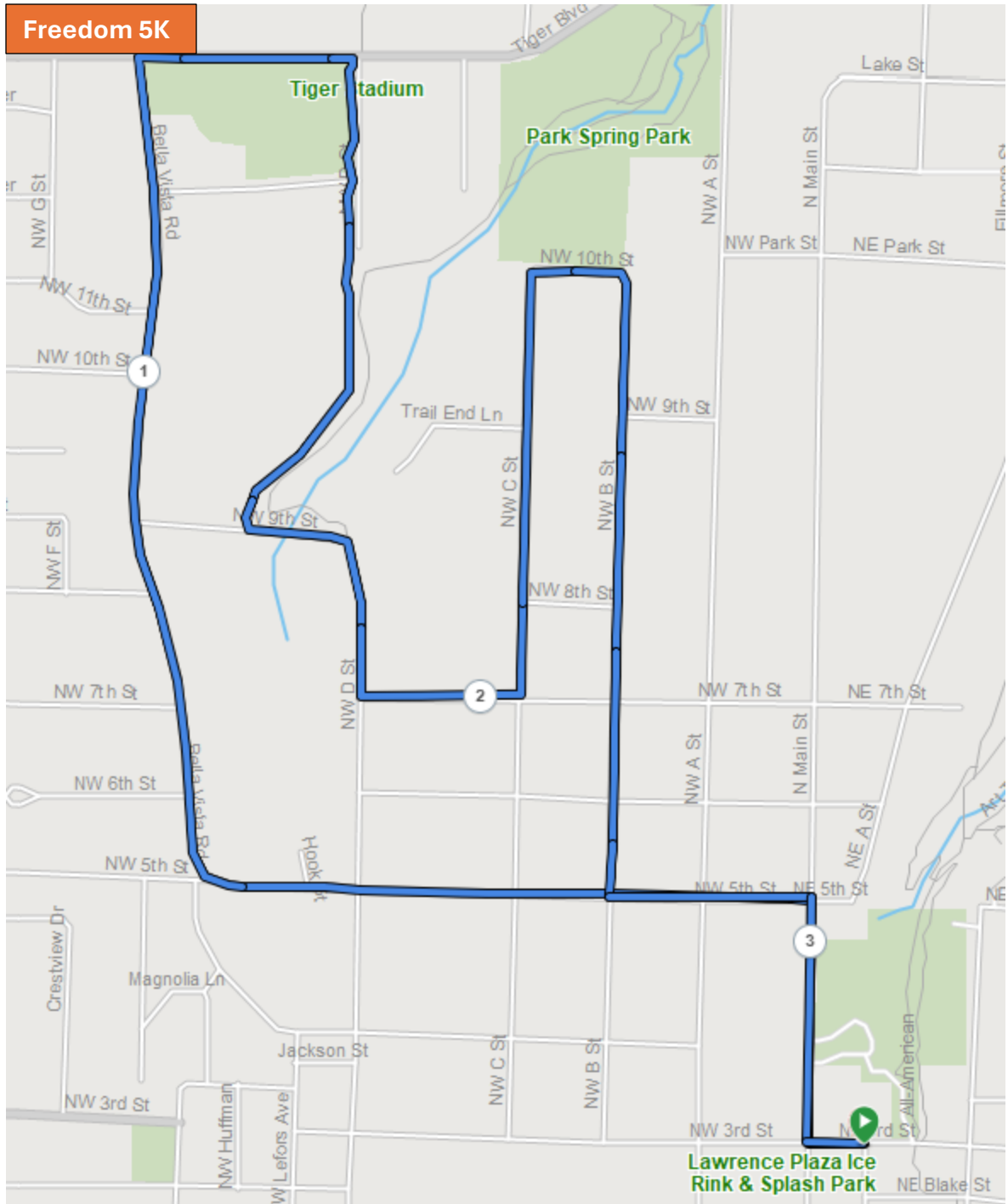
1. Worse Race Ever 5K (September 12, 2026; closures 6:50 am to 8:30 am) – Tiger Stadium Park
2. Square to Square Fall (October 3, 2026; no closures needed. Ride starts in Fayetteville and ends in Bentonville) – Bentonville Square/Downtown
3. Goblin Run 5K (October 31, 2026; closure time approx. 7:20 am to 9:30 am with roads re-opening when runners complete sections of the course.) – Bentonville Downtown
4. Freedom Frosty (December 5, 2026; closures 7:50 am to 9:30 am with roads re-opening when runners complete sections of the course.) - Bentonville Downtown
5. Cupid’s Kilometers (February 13, 2027; closure time approx. 7:20 am to 10:00 am with roads re-opening when runners complete sections of the course.) - Bentonville Square/Downtown
6. Irish 5K/10K (March 13,2027; closure time approx. 7:20 am to 10:15 am with roads re-opening when runners complete sections of the course.) – Bentonville Community Center
7. Run Bentonville Half Marathon 13.1/5K (April 3, 2027; closure time approx. 6:50 am to 11am with roads re-opening when runners complete sections of the course.) - Bentonville Square/Downtown
8. Glow Run 5K (May 28, 2027; closure time approx. 8:30 pm – 9:30 pm with roads re-opening when runners complete sections of the course) – Melvin Ford Aquatic Center

Run Bentonville Division will attend a future TSS committee date and provide any updates due to construction for the courses, as needed.

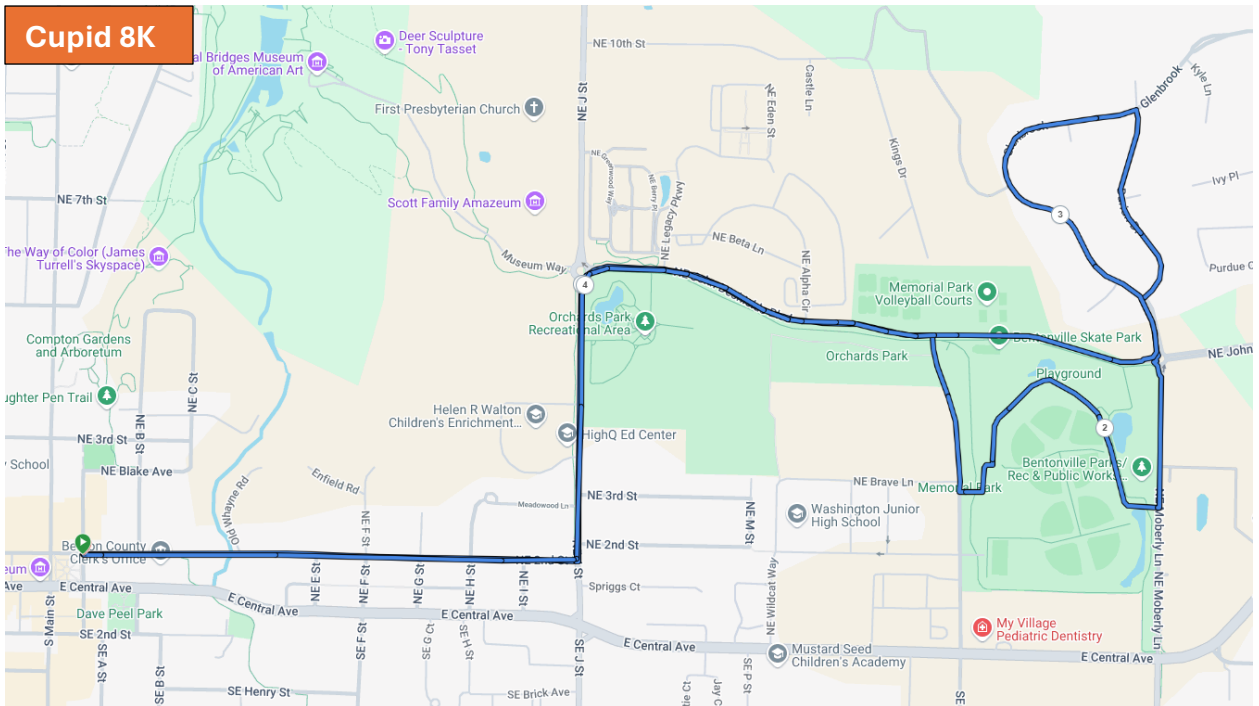
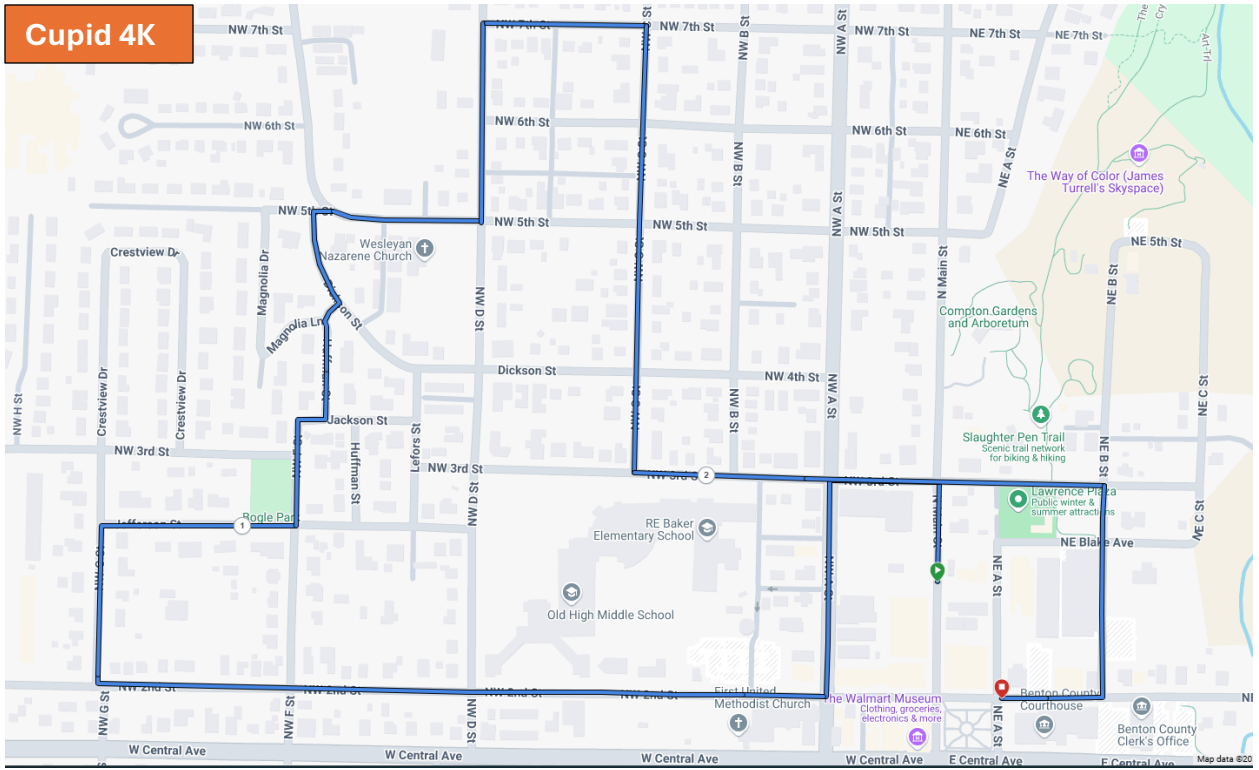


1. Worse Race Ever 5K (September 12, 2026; closures 6:50 am to 8:30 am) – Tiger Stadium Park

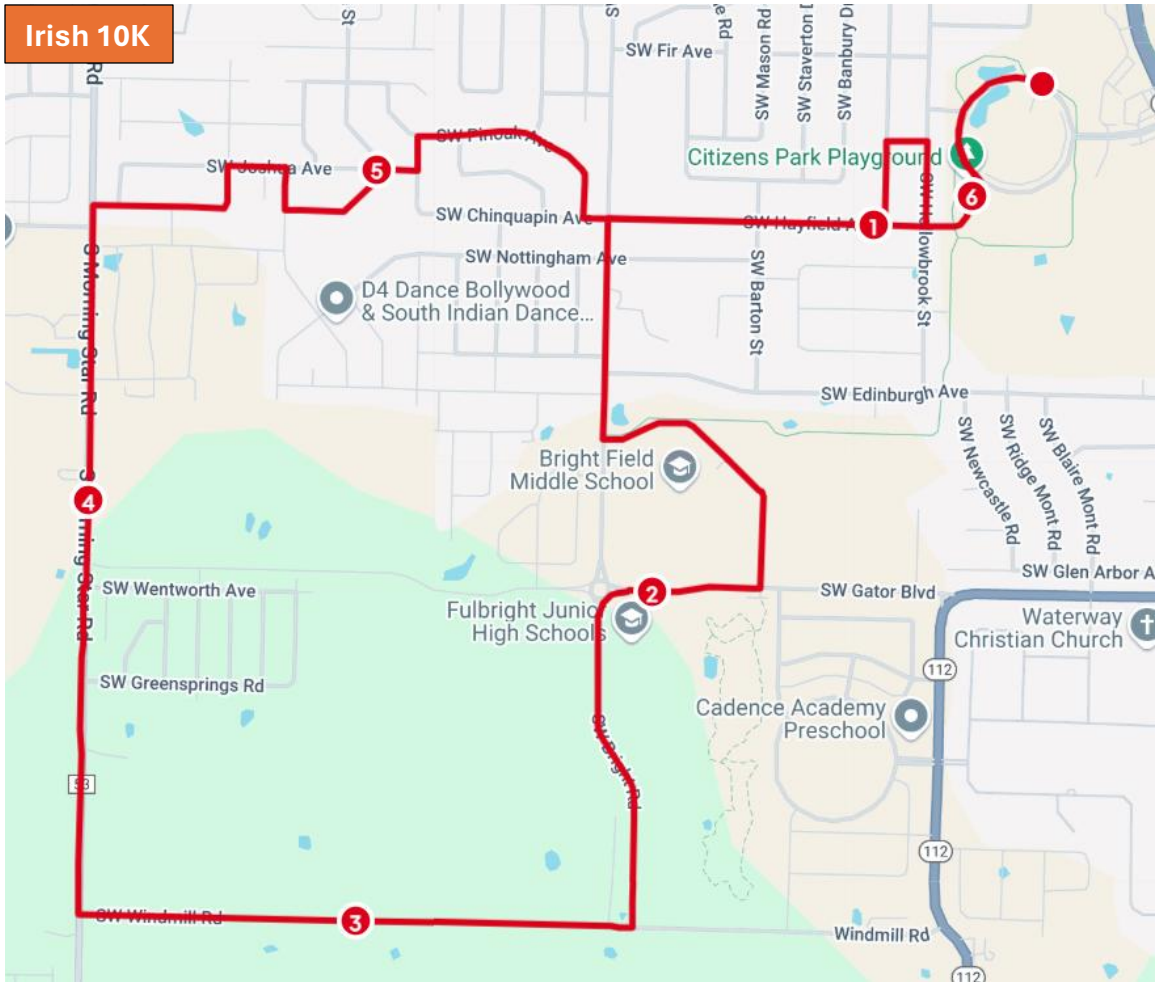
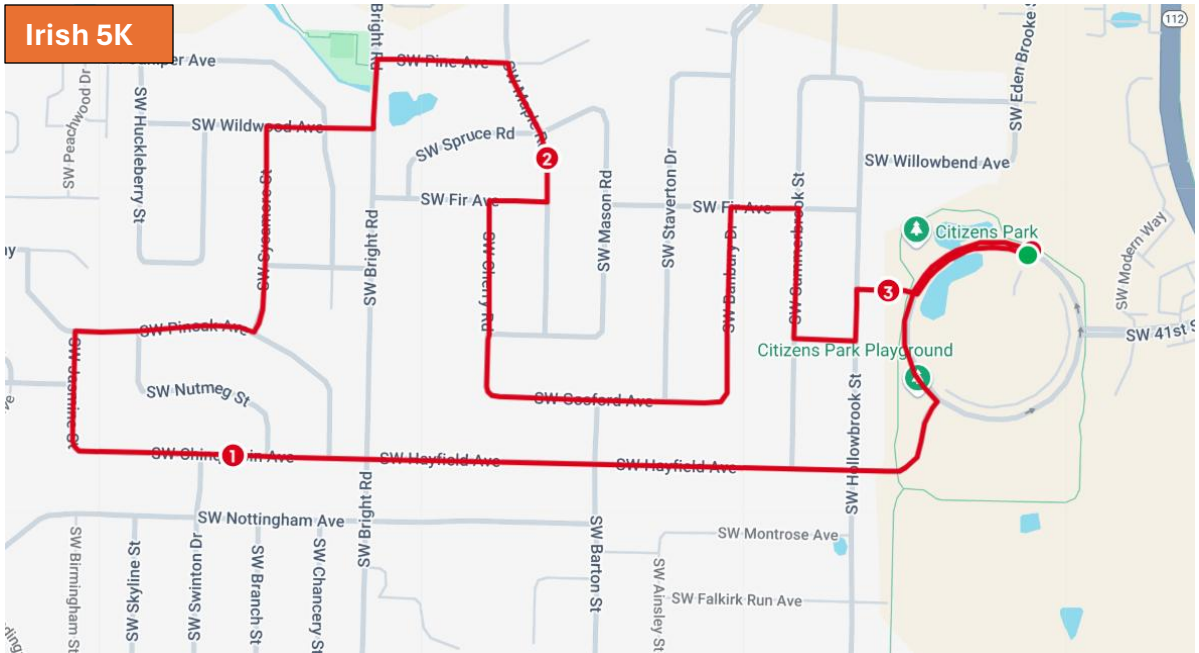




Freedom Frosty (December 5, 2026; closures 7:50 am to 9:30 am with roads re-opening when runners complete sections of the course.) - Bentonville Downtown



Cupid's Kilometers (February 13, 2027; closure time approx. 7:20 am to 10:00 am with roads re-opening when runners complete sections of the course.) - Bentonville Square/Downtown



Irish 5K/10K (March 13,2027; closure time approx. 7:20 am to 10:15 am with roads re-opening when runners complete sections of the course.) – Bentonville Community Center

RBHM 13.1 miles

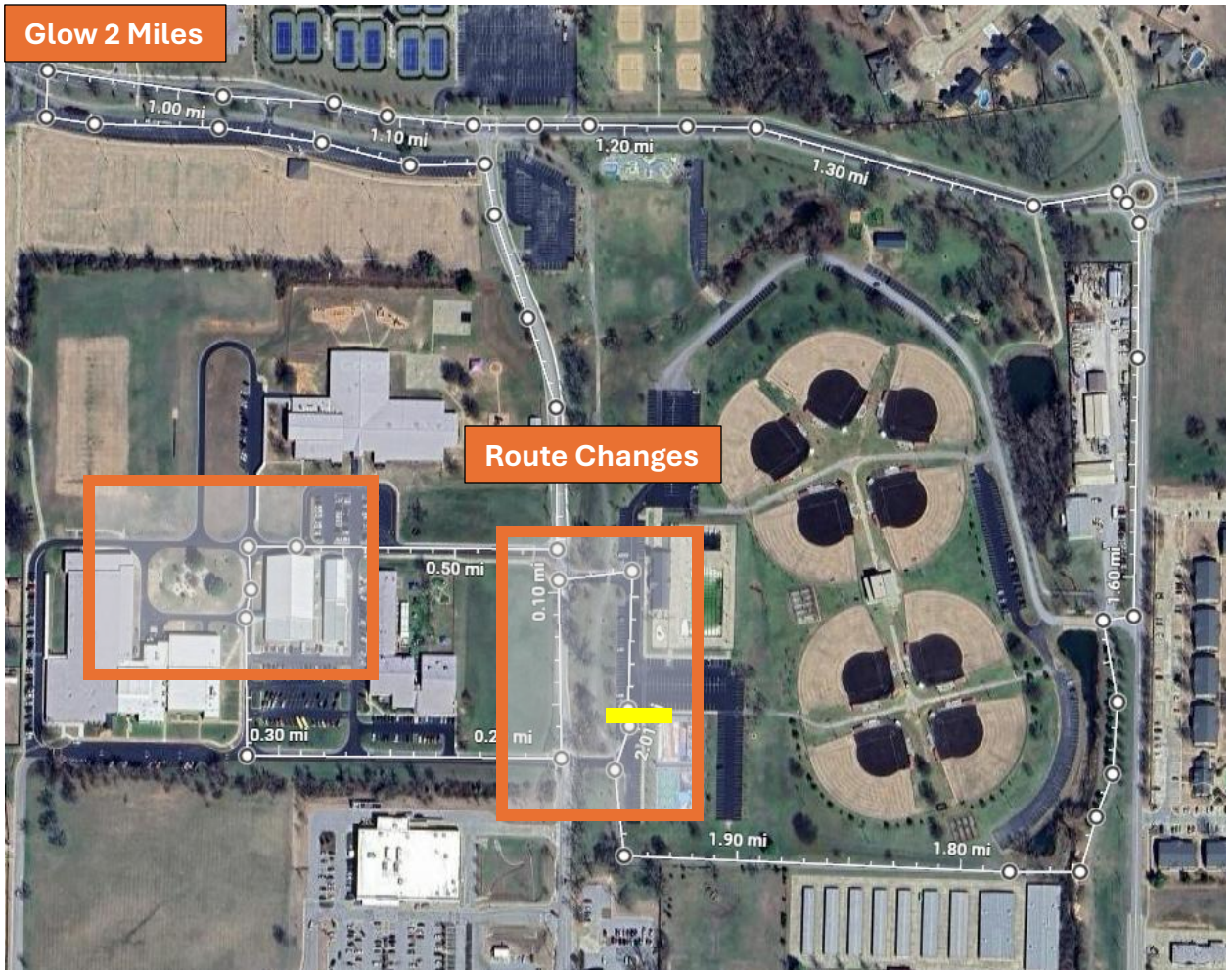


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**RBHM 5K**



Run Bentonville Half Marathon 13.1/5K (April 3, 2027; closure time approx. 6:50 am to 11am with roads re-opening when runners complete sections of the course.) - Bentonville Square/Downtown



Glow Run 5K (May 28, 2027; closure time approx. 8:30 pm – 9:30 pm with roads re-opening when runners complete sections of the course) – Melvin Ford Aquatic Center



To: Traffic Safety & Signage Committee  
From:  
Thru:  
Date: July 6, 2026

---

**Subject:** Lifetime Event

Kalene Griffith - [kalene@visitbentonville.com](mailto:kalene@visitbentonville.com)

Discussion regarding a proposed alternate route for the 2026 Lifetime Event due to planned Main Street construction. No action requested.

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**Recommendation for Action:**

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**Background:**

---

**Budget Impact:**

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**Attachments:**

None