

**Greenway Technical Committee (GTC) STAFF**  
**10:00AM – Tuesday, April 17, 2018**  
**Icon Sport Center, 1060 47<sup>th</sup> Ave S, Park District Conference Room**

**Meeting Notes**

**I. Present:**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Bill Palmiscno, Chair          | <input checked="" type="checkbox"/> Sgt. Duane Simon, GF Police        |
| <input checked="" type="checkbox"/> Catherine Johnson, MN DNR      | <input checked="" type="checkbox"/> Chuck Flemmer, GF Historic Society |
| <input checked="" type="checkbox"/> Dave Kuharenko, GF Engineering | <input checked="" type="checkbox"/> Kim Greendahl, City of GF Greenway |
| <input checked="" type="checkbox"/> Stephanie Halford, GF Planning |  |
| <input checked="" type="checkbox"/> Reid Huttunen, EGF Parks & Rec |  |

**II. Old Business**

**A. Freezeway Update:**

- a. The Freezeway materials are still frozen into the ground. Kim is picking up any loose items out as they exposed when the snow melts. She has offered to provide a dumpster for disposal of unusable items but has not received a response from Nick.
- b. City Administrator, Todd Feland, would like to set up a meeting with Nick. No date has been set for that meeting.

**B. 2018 Ski Report:**

- Skiers have asked to add more cross-country ski signs to compliment the user experience. Sign options were attached to the agenda.
- Limitations to additional signs include:
  - ♦ The route changes annually and throughout the season based on snow conditions.
  - ♦ Permanent signs need to be installed into the ground no later than October 31<sup>st</sup>.
- Options could include:
  - ♦ Increased portable signs at entrance points.
  - ♦ Increased wooden posts on unpaved trails.
  - ♦ Increase the number of temporary signs along the route.
- Compliments on the ski trail have been great this year.
- One complaint: the trail in Lincoln Drive Park felt more like a loop than a back and forth route. This course was shortened last season to eliminate the sharp turns. This will be reexamined for the 2018 -2019 season.

**III. New Business**

**A. Special Event Request:**

- The Iron Pigs Motorcycle Club requested permission to host a motorcycle procession on the paved trail from the north pedestrian bridge to River Road on Saturday, August 4.
- The committee approved the request contingent upon the Iron Pigs Motorcycle Club meeting the following requirements:
  1. Provide a more defined time frame for the procession.
  2. Require signs at each entrance of the Greenway to warn visitors of motorcycles on the trail. Signs should list date, time, and route for the procession.
  3. Signs should be in place at least three (3) days prior to the event.
  4. Provide volunteers at trail openings along the route to keep non-motorized traffic off the trail.
  5. Ensure that the trail is clear of motorcycles before reopening to the public.
  6. This is an annual request.
- Although the Greenway Technical Committee does not support the use of paved trails for motorcades, it recognizes that this request will be approved by the EGF City Council. The Greenway Committee approved the request provided the safety requirements are met by the organizers.

**B. Memorial Plaque Requests:**

- **Kenneth Olson, EGF Police Officer**
  - Kenneth Olson was an East Grand Forks Police Officer who was killed in the line of duty in 1978.
  - The request to name a portion of the Greenway trail in honor of Officer Olson was approved at the July 18, 2017 Greenway Technical Committee meeting.
  - The Iron Pigs Motorcycle Club (IPMC) has been hosting the Kenneth M. Olson Memorial Ride event in his honor for many years. The event is held in August with a motorcycle procession. The IPMC has requested permission to ride on the paved Greenway trail. The route would enter the Greenway near Riverside Dam and cross the pedestrian bridge between Grand Forks and East Grand Forks.
  - A memorial plaque has been requested. The officer's wife has written a small paragraph to be included on the plaque. As of this time, there is only a green and white sign designating the trail dedication.
  - Reid will work with IPMC to have the memorial be placed in a wooden kiosk, similar to the ones already located throughout the Greenway. This would be a welcome addition to the Greenway, provide a place for the memorial, and still meet the intent of the Greenway Design Palette.
- Charles Thurber plaque
  - Mr. Thurber was lynched on the railroad bridge in Grand Forks in 1882.

- The memorial plaque has been in process since the 1990's. The plaque was dedicated by Mrs. Audra Kutz-Behl's 1997 Sophomore English Classes and The Black Culture Club of Grand Forks Central High School.
- The plaque had been approved in August 2011 and was pending the approval of the wording for the plaque.
- The plaque will be bronze and placed near by the railroad bridge where the lynching took place. The US Army Corps of Engineers has already approved the placing of a sign post.
- The Greenway Committee has reviewed the wording with a few changes:
  1. Howard Swanson should review and approve the dedication language.
  2. Revise the "guilty for 134 years", as the years would not be accurate into the future.
- Sgt. Duane Simon motioned to approve the plaque. Catherine Johnson seconded the motion. All present approved. No nay's.

**C. Restroom Opening and Closing:**

- There was a complaint issued regarding some restrooms being opened later than others.
- The Park District opens restrooms starting at 7:00am during the summer and 8:00am during the winter.
- One employee opens the restrooms, starting in one park and working their way down the line. They unlock the restroom, perform any maintenance needed, and then move on to the next park.

**D. Disc Golf Public Meeting:**

- A public meeting to discuss disc golf courses will be held on Thursday, April 19<sup>th</sup> at 7:00pm at the GF Public Works building.
- The course in Riverside Park is still closed by will reopen when the construction of the Kennedy Bridge is done.
- Kim will be ordering refuse containers similar to the City of Grand Forks and Park District with the exception of having disc golf stamped on them.

**E. Request from Dakota Audubon:**

- Dakota Audubon received a grant from Aveda Corporation for planting a wildflower garden in the Greenway. The recipient would take care of the garden for three years. It is hoped that by this time it would be self-sustaining.
- Kim has requested a proposal from the Dakota Audubon. No proposal has been received to date.
- This request will be reviewed for need and sustainability. Past wildflower gardens have not been successful, mainly because of the work needed to establish and maintain a weed-free site.

**IV. Bicycle, Pedestrian & Greenway Advisory Group Update:**

- A. Bike Share:** Staff is working on language for an ordinance to allow this type of business.
- B. Bike Maps:** The MPO has completed the bikeway maps and they are ready for distribution.

**V. Agency Updates**

- A. City of EGF:** The trailhead bathrooms are tentatively set to open on May 5<sup>th</sup>. EGF Parks & Rec is partnering with Altru Health Systems for an event that will be held behind the VFW Arena. The Officer's Down 5K will be held May 12<sup>th</sup>. There are no major trail projects this summer, only small maintenance projects. The bid opening for the swimming pool liner will be opened tonight at council. Reid is hoping to have the pool operational by mid-June.
- B. City of GF / Greenway:** There will some rehab projects on the city streets this summer. Belmont from 17<sup>th</sup> to 47<sup>th</sup> will be one of the areas. Elks drive may be affected for a small time. The ND Game and Fish will be picking up the dock that was given to the Greenway a few years ago. The dock will be given to another community that can use it.
- C. GF Park District:** The Park District has been working on maintenance items for opening the parks for the spring and summer.
- D. Minnesota DNR:** The campground will open on May 4, with electricity available. The annual campground open house will be May 19<sup>th</sup>. The theme is Nature Play. That is also the National Kids to Park Day.
- E. GF Police:** The Community Service Officers will be out patrolling the Greenway via ATV's or bicycles once the weather improves.

**VI. Other:**

- A.** No other business to discuss.

Minutes Submitted by: Theresa Flitter, Administrative Specialist

Minutes Approved by: Kim Greendahl, Greenway Specialist

Supporting documents:      Ski sign examples for 2018  
Special event request forms (GF & EGF) – Iron Pigs motorcycle run  
Route map for Iron Pigs motorcycle run  
DRAFT memorial plaque – Michael Olson  
Memorial plaque request June 2011 – Charles Thurber  
Proposed text for Charles Thurber plaque  
Examples of existing plaques in Greenway  
Agenda disc golf public meeting

## Cross-country ski sign options

Goal: add more signs to compliment the user experience.

Limitations:

- Route changes annually and throughout the season based on snow conditions
- Signs installed into the ground need to be installed into the ground no later than October 31

Options:

- Increased portable signs at entrance points
- Increased wooden posts on unpaved trails
- Increased signs on wooden posts
- Add more temporary signs along route

### ENTRANCE SIGNS



### ADD TO WOODEN POSTS



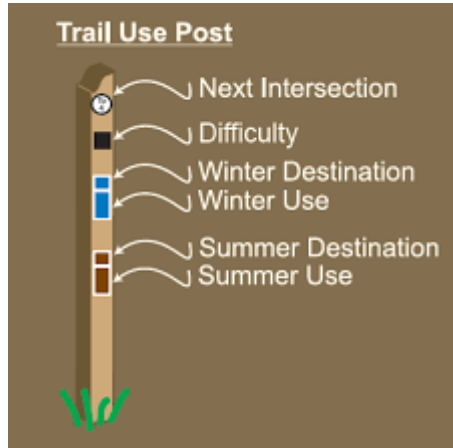
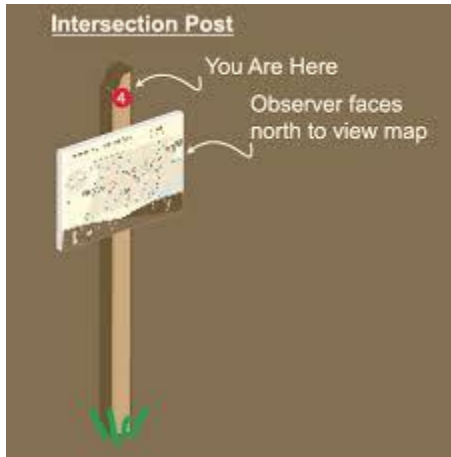
## STICKERS



## POST OPTIONS



EXISTING





# City of East Grand Forks

600 DeMers Ave · P.O. Box 373 · East Grand Forks, MN 56721  
218-773-2483 · 218-773-9728 fax www.eastgrandforks.net

## APPLICATION FOR SPECIAL EVENT

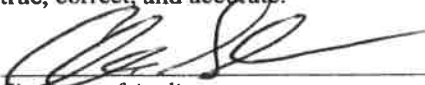
License Fee: \_\_\_\_\_

Organization Information		
<u>Iron Pigs MC</u>	<u>218-230-1119</u>	
Organization Name	Organization Phone Number	
<u>10030 451<sup>st</sup> Ave</u>	<u>EGF</u>	<u>MN 56721</u>
Organization Address	City	State Zip

Applicant Information		
<u>Aerisso Schrage</u>	<u>218-280-9054</u>	
Applicant Name	Applicant Phone Number	
<u>2134 9<sup>th</sup> Ave NW</u>	<u>EGF</u>	<u>MN 56721</u>
Applicant Address	City	State Zip
	<u>IPMCicehole@juno.com</u>	
	Email Address	

Special Event Information		
<u>Aug 4<sup>th</sup>, 2018</u>	<u>1100</u>	<u>1700</u>
Date of Event	Start Time	End Time
<u>Memorial/Scholarship ride</u>		
Explanation of Event		
<u>EGF - Casa Mexico via Hwy 2 → Climax, RLF, Alward, EGF</u>		
Route/Area of Event (include map)		
<u>Ride from GF side of Red River, over Ped Bridge</u>		
<u>on N. End to River Road - Return to Casa Mexico</u>		
Special Requests (Staff, Road Closures, Etc)		

I hereby certify that I have completely filled out the entire above application, together and that the application is true, correct, and accurate.

  
Signature of Applicant

Aerisso Schrage  
Print Name

3-16-18  
Date

Treasurer  
Title





# City of East Grand Forks Map



City of East Grand Forks  
Application for Special Event

**Internal Use Only**

The following items need to be completed and/or attached in order for the application to be processed:

\*Application fee paid in full:  yes  no  n/a  
Payment Type:  cash  check # \_\_\_\_\_ Receipt # \_\_\_\_\_

\*Application completed in full and signed:  yes  no

\*Map of route is provided:  yes  no

\*Copy of voluntary waiver of liability agreement for participants:  yes  no  n/a

\*Event Sponsor – Release & Indemnification Agreement:  yes  no

\*Liability Insurance:  yes  no

\*MnDot (if applicable):  approved  denied  n/a

\*Appropriate Staff:  approved  denied  n/a

Notes: \_\_\_\_\_

Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*Council Approval \_\_\_/\_\_\_/\_\_\_  approved  denied

Notes: \_\_\_\_\_

City Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*License Number \_\_\_\_\_

**-EVENT SPONSOR-  
RELEASE AND INDEMNIFICATION AGREEMENT  
CITY OF EAST GRAND FORKS, MINNESOTA**

**THIS IS A RELEASE OF LIABILITY INDEMNIFICATION AGREEMENT  
SPECIAL EVENTS HOLDER MUST READ CAREFULLY BEFORE SIGNING.**

In consideration for being permitted to engage in the following special event activities on the City of East Grand Forks' property:

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Special Events Holder hereby acknowledges, represents, and agrees as follows:

- A. We understand that the above described activities are or may be dangerous and do or may involve risks or injury, loss, or damage to us and/or third parties. We further acknowledge that such risks may include but not be limited to bodily injury, personal injury, sickness, disease, death, and property loss or damage, arising from the following circumstances, among others:

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(Special Events Holder initials here) \_\_\_\_\_

- B. If required by this paragraph, we agree to require each participant in our special event to execute a **RELEASE AND INDEMNIFICATION AGREEMENT** for ourselves and for the City of East Grand Forks, on a form approved by the City of East Grand Forks.

Participant Release and Indemnification required? YES \_\_\_\_\_ NO \_\_\_\_\_

(Special Events Holder initials here) \_\_\_\_\_

- C. We agree to procure, keep in force, and pay for special event insurance coverage, from an insurer acceptable to the City of East Grand Forks, for the duration of the above described activities.

(Special Events Holder initials here) \_\_\_\_\_

City of East Grand Forks  
Application for Special Event

- D. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we hereby expressly assume all such risks of injury, loss, or damage to us or any related third party, arising out of or in any way related to the above described activities, whether or not caused by the act, omission, negligence, or other fault of the City of East Grand Forks, its officers, its employees, or by any other cause.

(Special Events Holder initials here) \_\_\_\_\_

- E. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we further hereby exempt, release and discharge the City of East Grand Forks, its officers, and its employees, from any and all claims, demands, and actions for such injury, loss, or damage to us or to any third party, arising out of or in any way related to the above described activities, whether or not caused by the act, omission, negligence, or other fault of the City of East Grand Forks, its officers, its employees, or by any other cause.

(Special Events Holder initials here) \_\_\_\_\_

- F. We further agree to defend, indemnify and hold harmless the City of East Grand Forks, its officers, employees, insurers, and self insurance pool, from and against all liability, claims, and demands, court costs and attorneys fees, including those arising from any third party claim asserted against the City of East Grand Forks, its officers, employees, insurers or self insurance pool, on account of injury, loss or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property damage or loss, or any other loss of any kind whatsoever, which arise out of or are in any way related to the above described activities, whether or not caused by our act, omission, negligence, or other fault of the City of East Grand Forks, its officers, its employees, or by any other cause.

(Special Events Holder initials here) \_\_\_\_\_

- G. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we hereby acknowledge and agree that said Agreement extends to all acts omissions, negligence, or other fault of the City of East Grand Forks, its officers, and/or its employees, and that said Agreement is intended to be as broad and inclusive as is permitted by the laws of the State of Minnesota. If any portion thereof is held invalid, it is further agreed that the balance shall, notwithstanding, continue in full legal force and effect.

(Special Events Holder initials here) \_\_\_\_\_

- H. We understand and agree that this **RELEASE AND INDEMNIFICATION AGREEMENT** shall be governed by the laws of the State of Minnesota and that jurisdiction and venue for any suit or cause of action under this agreement shall lie in the courts.

(Special Events Holder initials here) \_\_\_\_\_

- I. This **RELEASE AND INDEMNIFICATION AGREEMENT** shall be effective as of the date or dates of the applicable special event, shall continue in full force until our responsibilities hereunder are fully discharged, and shall be binding upon us, or successors, representatives, heirs, executors, assigns, and transferees.

(Special Events Holder initials here) \_\_\_\_\_

**IN WITNESS THEREOF, THIS RELEASE AND INDEMNIFICATION AGREEMENT** is executed by the special events holder, acting by and through the undersigned, who represents that he or she is properly authorized to bind the Special Events Holder hereto.

**PRINTED NAME AND TITLE OF PERSON SIGNING ON BEHALF OF SPECIAL EVENTS HOLDER:**

City of East Grand Forks  
Application for Special Event

Name \_\_\_\_\_

Title \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**PRINTED NAME AND TITLE OF PERSON SIGNING ON BEHALF OF SPECIAL EVENTS  
HOLDER:**

Name Aerisso Schrage

Title Treasurer

Signature 

Date 3-16-18



## SPECIAL EVENT APPLICATION

Please complete all information; do not leave any spaces blank.

Write N/A in spaces that do not pertain to your event.

Incomplete applications will not be able to be processed.

APPLICANT INFORMATION			
Name of Company/Organization		Please check One:	
<u>Iron Pigs Motorcycle Club</u>		<input checked="" type="checkbox"/> Non-profit	<input type="checkbox"/> Business/Promoter
Mailing Address	City	State	Zip Code
<u>10030 45th Ave NW</u>	<u>EGF</u>	<u>MN</u>	<u>56721</u>
Physical Address	City	State	Zip Code
<u>SAA</u>			
EVENT REPRESENTATIVE			
Name	Office Phone Number		
<u>Mike Anderson</u>	<u>N/A</u>		
Email Address	Home Phone Number		
<u>anderact@gmail.com</u>	<u>218 230-1119</u>		
Fax Number	Cell Phone Number		
GENERAL EVENT INFORMATION			
Name of Event <u>Kenneth M. Olson Memorial Ride</u>			
Event Dates <u>Aug 4th 2018</u>			
Event Start Time <u>11 AM</u>		Event End Time <u>17:00pm</u>	
Type(s) of Event			
<input checked="" type="checkbox"/> Parade/March/Procession <u>M/C Ride</u>		<input type="checkbox"/> Festival	
<input type="checkbox"/> Concert/Performance/Live Music		<input type="checkbox"/> Race/Walk/Cycle/Skate	
<input type="checkbox"/> Farmers Market		<input type="checkbox"/> Athletic/Recreation Activity	
<input type="checkbox"/> Extension of Premise		<input type="checkbox"/> Greenway	
<input type="checkbox"/> Town Square Rental		<input type="checkbox"/> Block Party	
Other _____			
Proposed Location of Event			
Location is <u>North Pedestrian Bridge</u>		<input type="checkbox"/> Private Party	
		<input checked="" type="checkbox"/> Public Property	
Events taking place on Private Property must provide written permission from the property owner if not self. This letter must accompany the application.			
Anticipated Attendance			
Participants <u>150</u>		Spectators <u>9</u>	
Audience Demographics <u>Motorcycle Riders &amp; Passengers</u>			
Event History			
<input type="checkbox"/> New		<input checked="" type="checkbox"/> Recurring	
Event Co-Producers			
Will you have event co-producers?		<input type="checkbox"/> Yes	
		<input checked="" type="checkbox"/> No If yes, complete below.	
Co-producing Organization _____			
Contact Name and Phone Number _____			
Event Responsibilities _____			

## GENERAL EVENT INFORMATION CONTINUED

### Event Details

#### Fees

Admission \$20 RIDER  Yes  No Cost \$20  
 Food Vendors 10 passenger / gen. public  Yes  No \*Attach Vendor List

Set Up Date/Times 8-4-18 10am @ CASA MEXICO Tear Down Time 8-4-18 6pm  
IN EGF

Open to the Public

If no, please describe why? Yes

Contact person for media/citizen information, questions or concerns

Name Mike Anderson  
 Phone Number 218 230 1119 Email Address anderaact@gmail.com  
 Event Web Site N/A

### Event Description

M/C RIDE to MEMORIALIZE EGF POLICE OFFICER KENNY OLSON. RIDE STARTS & END @ CASA MEXICO IN EGF & goes through Climax, Red Lake Falls & ALVARADO.

### Illustrative Site Map

A site map of the event area including location(s) of equipment and activities must be submitted with this application.

## FIRE SERVICES

### Medical

Do you want fire services?  On Call  On Site @ Start  
 Will you have a first aid station on site?  Yes  No  
 Fire extinguisher?  Yes  No

### Structures

Canopies  
 Will you have canopies or tents?  10' x 10'  20' x 20'  No \*If yes complete Appendix C Other size \_\_\_\_\_

Scaffolding  
 Will you have scaffolding?  Yes  No  
 Where will it be placed? \_\_\_\_\_  
 What are the dimensions? \_\_\_\_\_

Fencing  
 Will fencing be used? NO  
 Height of fencing \_\_\_\_\_  
 Dimensions of fenced area \_\_\_\_\_

### Open Flames & Pyrotechnics

Will you have open flames?  Yes \*  No \*If yes complete Appendix D  
 What will your open flame usage be? (Check all that apply)  
 Grilling/BBQ  Deep Fryer  Activity/Entertainment  
 Other \_\_\_\_\_

Will you be having fireworks?  Yes \*  No  
 \*If yes complete Appendix E-fireworks, also attach Certificate of Insurance

## TRAFFIC CLOSURES

What closures are proposed for the event?

Streets  Yes  No  
 Alleys  Yes  No  
 Sidewalks  Yes  No  
 Parking Lots  Yes  No

Possibly River Side Dam Pkg lot

Provide a detailed description of all traffic closures for this event (include location, times and closure devices)

ENTER RIVER SIDE DAM PARKING LOT @ APPROX  
 1645. DIRECTLY CROSS N. PEDESTRIAN BRIDGE  
 INTO EGF

\*A Traffic Control Plan MUST be completed.

Barricade Request  Yes  No

How many? \_\_\_\_\_

To be delivered to \_\_\_\_\_

Please describe your barricade placement and parking plan for your event.

N/A

## VENDOR INFORMATION

### Food

Food or Beverages?  Yes\*  No \*If yes complete Appendix F  
 Sold  Free  Catered/Served  
 Will food be prepared on site?  Yes  No

Please describe

NOT on GF SIDE

Number of anticipated vendors N/A

Do vendors have all permits/licenses with GF Finance and GF Public Health Department?

Yes  No\*

Is your completed vendor list attached to this application?

Yes  No

N/A

### Sponsors

Will you have sponsors?  Yes  No Not in GF  
 Will the sponsors have booths?  Yes  No  
 Will these sponsors be selling items?  Yes\*  No \*If yes complete Appendix F  
 Will you have vendors that are informational/craft/or merchandise?  Yes  No

Number of anticipated vendors \_\_\_\_\_



### Alcohol

No Alcohol  Sold (\*Transient Alcohol Permit Required) \*Complete Appendix G  
 Allow Guests to Bring their Own (Private Party or GF Park District Permit in Parks Only)

*If selling alcohol - Answer this Section*

Have you submitted the transient alcohol permit paperwork?  Yes \*  No

Date Submitted \_\_\_\_\_

Please describe in detail how the alcohol sales will be sold (ie beer garden, wristbands, etc.) and entrances and exits monitored?

*Please attach separately.*

### PUBLIC SAFETY

Responsible Person on site Officer Mark Nichols Cell Phone Number 218 280 6398

Private security company name \_\_\_\_\_

Security guard certification \_\_\_\_\_

# of security personnel \_\_\_\_\_

How identified? \_\_\_\_\_

### Police

Will you be requesting off duty Grand Forks Police Officers?  Yes\*  No \*If yes review Appendix H

# of officers requested \_\_\_\_\_ (min. of two officers)

Start time \_\_\_\_\_

End Time \_\_\_\_\_

**\*\*After reviewing the application, the City reserves the right to require the use of off duty police officers.**

### RESTROOM FACILITIES

Will you bring in portable facilities?  Yes  No

Name of Company providing services \_\_\_\_\_

Phone \_\_\_\_\_

Delivery Date \_\_\_\_\_

Delivery Time \_\_\_\_\_

# of standard units \_\_\_\_\_

# of disabled units \_\_\_\_\_

# of handwashing stations \_\_\_\_\_

Pick-Up Date \_\_\_\_\_

Pick-Up Time \_\_\_\_\_

### EVENT MAINTENANCE / CLEAN-UP

90 Gallon Containers

Quantity \_\_\_\_\_

Delivery Date /Time \_\_\_\_\_

(Placement Map should be attached.)

Roll Off Bins

Quantity \_\_\_\_\_

Delivery Date /Time \_\_\_\_\_

Animal Waste

Ash

Are you hiring a professional clean-up crew?  Yes  No

Name of company \_\_\_\_\_

Cell Phone Number \_\_\_\_\_

Person responsible for final clean up \_\_\_\_\_

**\*\*It is the responsibility of the event organizer to ensure trash is picked up during and at the conclusion of the event. Event organizer is responsible for all trash on the event site and any trash associated with the event or event patrons or spectators that impact the surrounding area, adjacent streets, right-of-way neighborhood homeowners' property, school, businesses or places of worship.**

### AUXILIARY EVENT INFORMATION

#### Electrical

Will you need the city to assist with your power needs?  Yes  No

Date needed \_\_\_\_\_

Start Time \_\_\_\_\_

End Time \_\_\_\_\_

Please list the following

Equipment Needing Electricity \_\_\_\_\_

Voltage/Amperage \_\_\_\_\_

# of Outlets \_\_\_\_\_

Generators on-site?  Yes  No

Name of company providing services \_\_\_\_\_

Size of generator \_\_\_\_\_

Quantity \_\_\_\_\_

#### Water Requirements

Will you need the city to supply water outlets? {fire hydrants}  Yes  No

Date Needed \_\_\_\_\_

Start time \_\_\_\_\_

End time \_\_\_\_\_

Please list the following

# of items that need to attach to water \_\_\_\_\_

Potable/Non-potable \_\_\_\_\_

## GREENWAY AND TRAIL SYSTEM

Will your event be held on the Community Greenway?  Yes\*  No \*If yes complete Appendix I

What is the nature of your event:

Run/Walk/Cycle/Skate  Wedding  Festival  
 Athletic/Recreation Activity MIC RIDE Other

*A Greenway Use Agreement must be completed for use. A refundable \$100 damage deposit is required.*

## NEIGHBORHOOD BLOCK PARTY

Primary Neighborhood Contact \_\_\_\_\_ Block Party Packet  
Address \_\_\_\_\_  
Phone \_\_\_\_\_

Secondary Neighborhood Contact \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_

Special Needs:

<input type="checkbox"/> Barricades	<input type="checkbox"/> Assurances from GF Fire Department (safe house, fire truck, sparky)
<input type="checkbox"/> Signage	<input type="checkbox"/> Visit from Neighborhood Community Resource Bureau Office
<input type="checkbox"/> Escort	<input type="checkbox"/> Assistance from GF Police Department (McGruff, Police Car, Swat)
<input type="checkbox"/> Security	<input type="checkbox"/> Assistance from GF Sheriff Department

Other Assistance \_\_\_\_\_

*List number of Officers required and total time Officers will be needed at event.*

\_\_\_\_\_ Officers Time Needed \_\_\_\_\_ to \_\_\_\_\_

*Events requiring Officers to be present may require payment to the City of Grand Forks for overtime expenses incurred by the Grand Forks Police Department- Review Appendix H for details*

## THE SKYWAY

The Skyway is a unique gathering spot that offers a city view of both north and south 4<sup>th</sup> street in Grand Forks.

Will your event be renting The Skyway?  Yes\*  No \*If yes complete Appendix J

What is the nature of your event: \_\_\_\_\_

*The Skyway Use Agreement must be completed for use. A refundable \$100 damage deposit is required.*

**AUXILIARY EVENT INFORMATION CONTINUED**

**Signs - Banners**

List all signs/banners being used for event N/A Locations \_\_\_\_\_ Size \_\_\_\_\_

**ENTERTAINMENT /AMPLIFIED SOUND**

Will there be a stage or multiple stages?  Yes  No

Quantity \_\_\_\_\_

Stage Dimension \_\_\_\_\_

Who are you getting the stage from? \_\_\_\_\_

Will you be using the GF Park District Band Box?  Yes  No

Delivery Date \_\_\_\_\_ Pick-Up Time \_\_\_\_\_

What will take place on the stage? Explain.

\_\_\_\_\_

Will there be amplified sound past 10:00pm?  Yes  No

What time will there be amplified sound \_\_\_\_\_ to \_\_\_\_\_

**\*\* Police Department Noise Variance Information:** Any noise variance can be terminated during the event by the on-duty police supervisor. The decision to terminate the variance will be based on the amount and type of complaints received from the public about the event and/or public safety issues.

Will there be inflatables on site?  Yes  No

Name of the company providing services \_\_\_\_\_

List types of inflatables \_\_\_\_\_ Quantity \_\_\_\_\_ Sizes \_\_\_\_\_

\_\_\_\_\_

**\*\*Attach Certificate of Insurance for Inflatable Company**

Will mechanical rides be on site?  Yes  No

Name of company providing services \_\_\_\_\_

List types of rides \_\_\_\_\_ Quantity \_\_\_\_\_ Sizes \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**\*\*Attach Certificate of Insurance for Mechanical Ride Company**

Will animals be on site?  Yes  No

Name of company providing services \_\_\_\_\_

List types of animals \_\_\_\_\_ Quantity \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How will animals be used for your event? \_\_\_\_\_

**\*\*Attach Certificate of Insurance for Animal Company**

# TOWN SQUARE RENTAL/POCKET PARK RENTAL

Will you be renting (check one)

\* Please review Appendix B

Town Square       Pocket Park Rental Which park \_\_\_\_\_

\*\*Reservation refundable damage deposit will apply for each of these venues\*\*

## Rental Costs for Town Square

Permit Fee \$50.00

## Please select all that you will need for your event

- Electricity \$40.00
- Public Address System – wireless microphone \$40.00     Yes     No
- Chairs (100 available) 10/\$5.00 - #of chairs \_\_\_\_\_
- Picnic Tables \$2.00 per table (20 available) - # of tables \_\_\_\_\_
- Safety Fencing \$5.00 uninstalled, \$7.50 installed. **DOLLY NEEDED** - # of sections \_\_\_\_\_  
50' sections, 3,000 linear feet total available. "T" fence poles and self-standing fence poles included. (6 sections are needed to enclose Town Square with one opening).
- Temporary electric pedestals \$10.00 each - 9 pedestals @ 110volts; 2 pedestals @ 220 volts.  
Includes all extension cords needed.
- Garbage cans \$1.00 per can – no liners (10 available) - # of cans \_\_\_\_\_
- Canopies \$100.00 each (2 available) - # of canopies \_\_\_\_\_ 24 hour advance notice  
\*\*Tent Permit will be needed\*\*
- Barricades \$1.00 each (15 available) - #of barricades \_\_\_\_\_  
Please include a detailed explanation where barricades will be placed

Town Square Clean-up:     On your Own  
    Contract with City (\$100 min, additional cost will be billed separately)

**\*\*Amount due may be paid "per event" as long as payment is received no fewer than fourteen days in advance of event.**

Checks need to be made payable to  
City of Grand Forks, Public Info Center, P O Box 5200, Grand Forks, ND 58203  
Attn: Special Events

**\*\*Permit will be created once payment is received for your event. \*\***

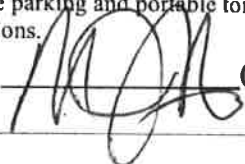
Are there any downtown businesses involved in the planning of this event? List Business Names

_____	_____
_____	_____
_____	_____

**\*\*You are required to notify residents and businesses of your event in advance\*\***

## ACCESSIBILITY

It is the responsibility of the event organizer to ensure the event site is accessible to the disabled. Such examples are public sidewalks may not be blocked with tents, portable toilets, or other structures; cables or electrical cords must not create an obstacle; ADA accessible parking and portable toilets must be available. Vendors should be prepared to meet any accessibility accommodations.

 (INITIALS)

## NEIGHBORHOOD NOTIFICATION

The applicant is required to notify residents, businesses, places of worship and schools that are affected by street closures and/or noise related to your event. This notice must be submitted to Public Information Center prior to notification of delivery. The notice must then be mailed or hand delivered to designated impacted areas at least two weeks prior to your event (or sooner per the level of impact of the event on the community). Information on the notice should include, but not limited to; the name of the event, date(s), time(s), location, the assigned Police Traffic Marshalls name and contact number (if applicable), type of activity and telephone number where the public can contact your organization for concerns and issues. Failure to comply with notification requirement can result in the cancellation, postponement or other significant restriction to your event or future events. Verification of neighborhood notification is required.

(INITIALS)

## REIMBURSEMENT, INDEMNITY AND HOLD HARMLESS AGREEMENT

The applicant must promptly reimburse the City for any costs incurred of any kind that are a result of use by applicant under the permission granted. This includes, but is not limited to; cleanup, maintenance, preventative, or replacement costs.

Furthermore, applicant hereby agrees to defend the City and its employees and hold harmless the City from any and all liability to any person or entity that may be caused by damage or injury incurred as a result of this event.

This agreement is effective on the date which this event is to take place and is complete for the entirety of the event.

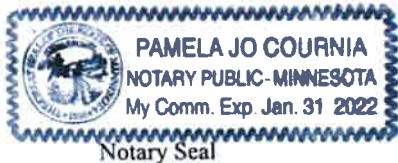
### Individual Applicant:

Name: Mike Anderson  
Signature: [Signature]  
Address: 10030 451st Ave NW  
EGF  
Drivers License #: T55024128031U

### Sponsoring Organization:

Name: IRON PIGS M/C  
Signature: [Signature]  
Address: 10030 451st Ave NW  
EGF  
Federal Tax ID: 68-0445496

Subscribed and sworn to me, a Notary Public, this 20th day of March, 2018.



[Signature]

Notary Public  
Grand Forks County, North Dakota

My commission Expires: 1-31-22



**In Memory of Charles Thurber  
Black Laborer from Buxton, North Dakota  
Lynched at this Railroad Bridge on October 24, 1882**

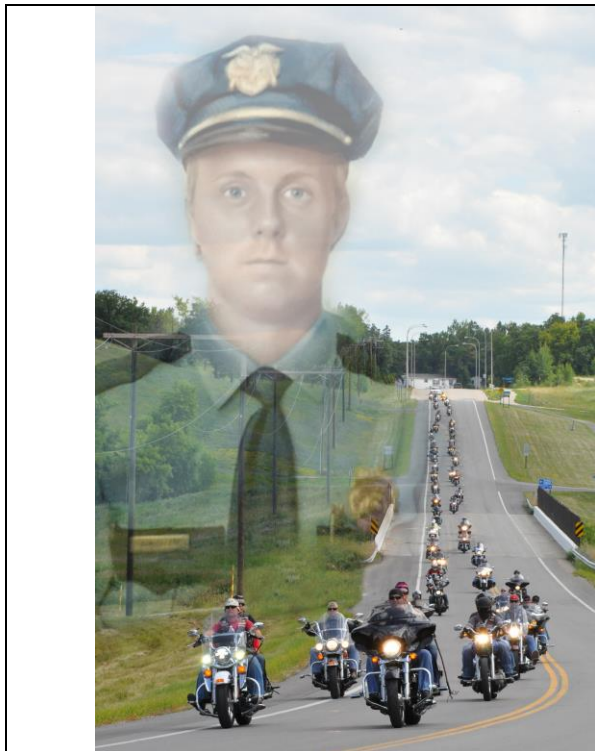
The United States Constitution guarantees due process of law for all citizens. Under our Justice System, the accused are assumed innocent until proven guilty. Charles Thurber was stripped of those rights and has been assumed guilty for 134 years. Although a life lost can never be replaced, it is fitting that this miscarriage of justice be acknowledged, and that Charles Thurber be accorded the dignity rightly belonging to all American citizens.

**“And the truth shall set you free...”  
--Martin Luther King, Jr.**

*Dedicated by Mrs. Audra Kutz-Behl's 1997 Sophomore English Classes  
and  
The Black Culture Club  
Grand Forks Central High School*

2016

## Existing and proposed Greenway plaque examples



**Memorial request for Michael Olson  
Killed in the line of duty**



**Example of potential plaque – Charles Thurber  
1882 Lynching on railroad bridge**

City of Grand Forks, Xcel Energy, and the Grand Forks Park District  
**Greenway Tree Planting**

*"The Greenway project will have a lasting impact on the community by providing a beautiful, green space for the residents of the Grand Forks Park District."*

**Benefits of Planting Trees**

- Energy and cost savings**
  - Tree provide shade in the summer, lowering temperatures and reducing the need for air conditioning.
  - Tree properly placed in yards, streets, and parking lots help to reduce surface temperatures and can lower the temperature as much as 5 °F.
  - One leafy tree can save home air-conditioning value by 10% and provide shade for pedestrians on hot days.
  - Tree can also provide shelter from winds in the winter, reducing energy usage.
- Improve air and water quality**
  - Trees clean the air by removing dust and particulates. They absorb carbon, carbon monoxide, nitrogen, and sulfur dioxide, and help to purify water and give off oxygen.
  - Trees also help prevent soil erosion by their roots and leaves, reducing the environmental effects of harmful runoff.
  - Trees also help hold soil in place, reducing erosion and slowing water runoff, improving water quality.
- Healthier communities**
  - Trees reduce social interactions in communities. Trees are the best places for gathering. Tree plantings are effective ways to bring communities together.
- Biodiversity**
  - Trees provide wildlife habitats for a diverse population of birds, mammals, and insects.
- Noise reduction**
  - Trees provide sound barriers for large urban areas.

**Did you know?** Grand Forks is the largest tree-planting event in the world, with over 1,000 trees planted each year.

**The Grand Forks Park District estimates that 10,000 trees in the city could produce photosynthetic energy of 1,000,000 kilowatt hours each year.**

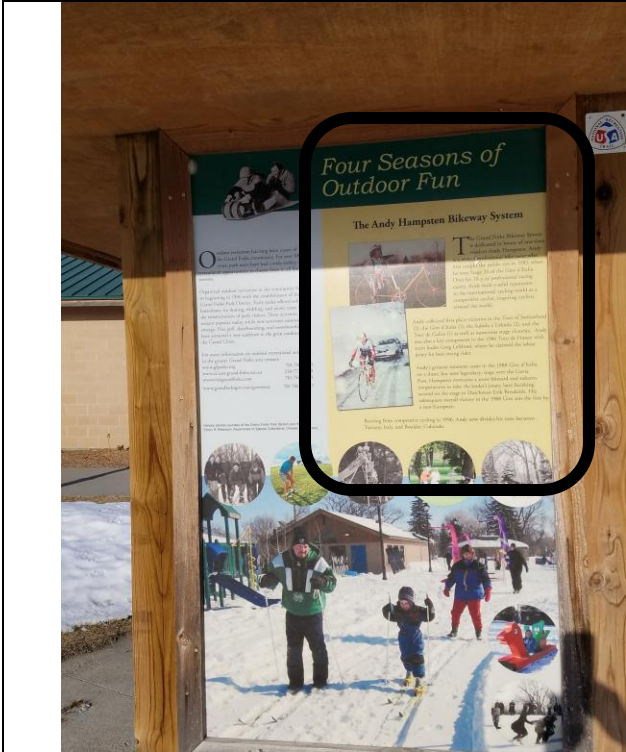
Logos for Greenway, Xcel Energy, and Grand Forks Park District are visible at the bottom.

**Educational interpretive plaque**

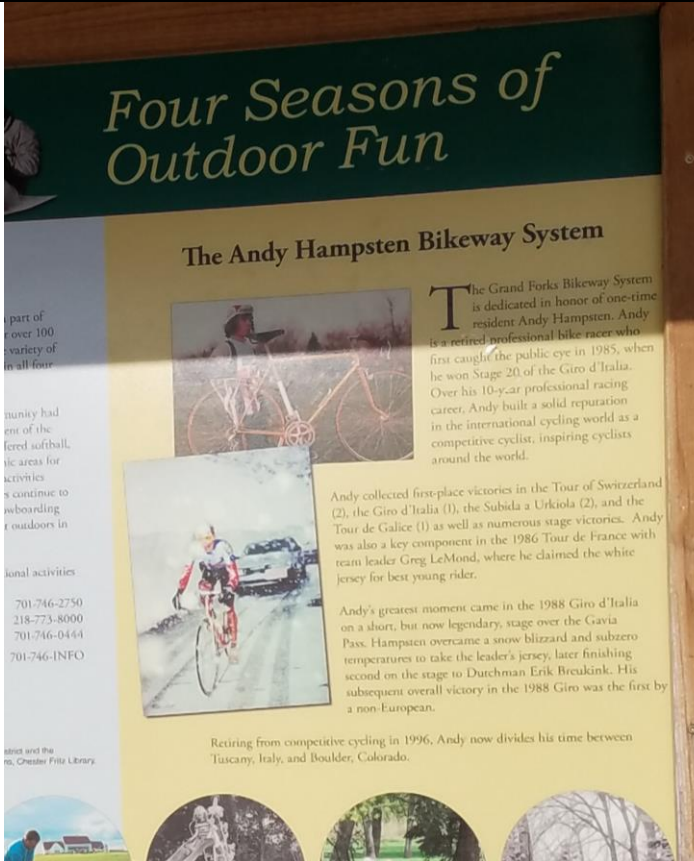


**Bronze plaque in Rotary Park downtown GF**





Example of interpretive plaque with memorial in corner



Close-up of memorial on interpretive plaque



Wooden kiosk