

**Greenway Technical Committee (GTC)**  
**10:00AM – Tuesday, May 15, 2018**  
**Icon Sport Center, 1060 47<sup>th</sup> Ave S, Park District Conference Room**

**Meeting Notes**

**I. Present:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Catherine Johnson, MN DNR         | <input checked="" type="checkbox"/> Stephanie Halford, GF Planning     |
| <input checked="" type="checkbox"/> Dave Kuharenko, GF Engineering    | <input checked="" type="checkbox"/> Reid Huttunen, EGF Parks & Rec     |
| <input checked="" type="checkbox"/> Sgt. Duane Simon, GF Police Dept. | <input checked="" type="checkbox"/> Hank Becker, GF Police Dept.       |
| <input checked="" type="checkbox"/> Jairo Viafara, MPO                | <input checked="" type="checkbox"/> Kim Greendahl, City of GF Greenway |
| <input checked="" type="checkbox"/> Chad Cutshaw, GF Fire Dept.       |  |

**II. Old Business**

**A. Freezeway Update:**

- The framework and solar lights have been removed from the site. There is some rutting from the trucks used to remove the lights.
- The rest of the turf looks good where the frame was set. Everything should self-heal.
- There is a plan to meet with Nick and others sometime this summer to discuss how to move forward. Kim will invite Reid as EGF may be a better fit for this project next season.

**III. New Business**

**A. Special Event Request:**

**i. Iron Pigs Motorcycle Club Event {Saturday, August 4<sup>th</sup>}:**

- Part of the motorcycle ride will be done on East Grand Forks (EGF) trails.
- The EGF City Council has approved the motorcycle ride on the trails as long as they stick to the requirements set forth by the Greenway Technical Committee (attached). The motorcycle club has agreed to these requirements.
- The Bicycle, Pedestrian & Greenway Advisory Group had a few concerns regarding this event. One concern was if the trail would have to be completely closed during this event. The second concern is that by approving this type of event, will it open the door to other similar requests.

**B. Memorial Plaque Requests:**

**i. Kenneth Olson, EGF Police Officer – Killed in the line of duty:**

- EGF Parks & Rec are looking at building a 3-sided kiosk near River Road to place the memorial plaque and other information.

- The dedication side of the kiosk would have a poster with a photo of Olson superimposed on the trail.
- Any wording / dedication should be reviewed by the committee. Reid did have a copy of the dedication.

ii. **Charles Thurber, Lynched in GF in 1882:**

- The dedication wording was sent to Howard Swanson, GF City Attorney, for review. The text was approved with a few minor changes.
- The plaque will be brass and placed on a wrought iron holder.
- There are no details at this time on how this will be dedicated.

**C. Request from Audubon Dakota:**

- Kim received a request from Audubon Dakota (AD) to plant a native flower and prairie grass garden in the Greenway. This request was discussed at last month's Staff meeting.
- The request was denied because there really isn't a need for restoration work and AD did not have a specific design plan for a garden.
- Kim received the same request again with the exception of using Avant grant money.
- Kim requested more information from the group but has not received anything yet.
- The person that made the request has since left her position. At this time there is no indication that this request will be followed through for this season.

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

- Bike Share permit process was discussed at the meeting. Only one company will be allowed to carry the permit for Bike Share.
- The mayor's office is hoping to get the ordinance in place and have at least one bike share company fully operational by fall.

**V. Other**

No other information to discuss.

**VI. Agency Updates**

- A. City of GF / Greenway:** Staff has been working to remove some saplings and removing all branches up to 6 feet on downtown trees. This helps give a line of site into the trees and takes away opportunities for people to hide in the woods. The homeless population seems to have decreased from last year at this time. No homeless camps have been discovered on the Greenway yet. The boathouse will open Memorial weekend and will only be open on Saturdays and Sundays.
- B. City of EGF:** The Red Lake River boat dock will be going in today. There are no rehab projects scheduled for this summer. Work is starting on the pool next week. If the schedule holds, the pool will be open by mid-June.

- C. Minnesota DNR:** Campground opened on May 4 and is completely booked for Victoria Day except for 3 sites. Catherine is in the process of hiring and training summer staff. The fishing platform will not be ready for a while due to the high river. A sleeping bag with child size jacket and boots were found in the trees near the River Heights area.
- D. GF Police:** The department has been enforcing park closing times (11:00PM) in the Greenway and downtown pocket parks. The Community Service Officers will be patrolling the Greenway more frequently too. Hopefully this will cut down on vagrants and vandals. Some mattresses were found under the Sorlie Bridge but there doesn't seem to be an active camp at the site.
- E. GF Fire Department:** The department has been fielding a lot of calls regarding the burning ban. Even if the city itself has not issued a burn ban, a county wide burn ban would include the City of Grand Forks. At this time, they are not actively looking for campfires, etc.

Minutes Submitted by: Theresa Flitter, Administrative Specialist

Minutes Approved by: Kim Greendahl, Greenway Specialist

Supporting documents:      Special event request forms (GF & EGF) – Iron Pigs motorcycle run  
Route map for Iron Pigs motorcycle run  
Race criteria 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



### 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:	
Iron Pigs Motorcycle Club		<input checked="" type="checkbox"/> Non-profit	<input type="checkbox"/> Business/Promoter
Mailing Address	City	State	Zip Code
10030 45th Ave NW	EGF	MN	56721
Physical Address	City	State	Zip Code
SAA			
EVENT REPRESENTATIVE			
Name	Office Phone Number		
Mike Anderson	N/A		
Email Address	Home Phone Number		
anderact@gmail.com	218 230-1119		
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>17:00 PM</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
<small>Events taking place on Private Property must provide written permission from the property owner if not self. This letter must accompany the application.</small>			
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  
 Open to the Public IN EGF

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 andmact@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	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Alleys	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Sidewalks	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Parking Lots	<input type="checkbox"/> Yes	<input type="checkbox"/> 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 Inflation 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 type 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. \*\***

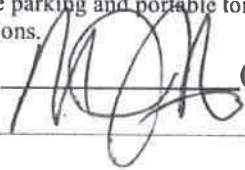
Are there any downtown businesses involved in the planning of this event? List Business Names

_____	_____
_____	_____
_____	_____

**\*\*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.

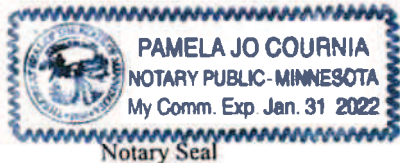
### Individual Applicant:

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



# 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

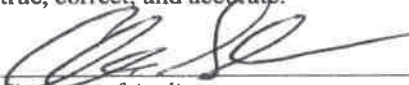
License Fee: \_\_\_\_\_

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 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 EGF MN 56721</u>		<u>IPMCicehole@gnf.com</u>
Applicant Address City State Zip		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

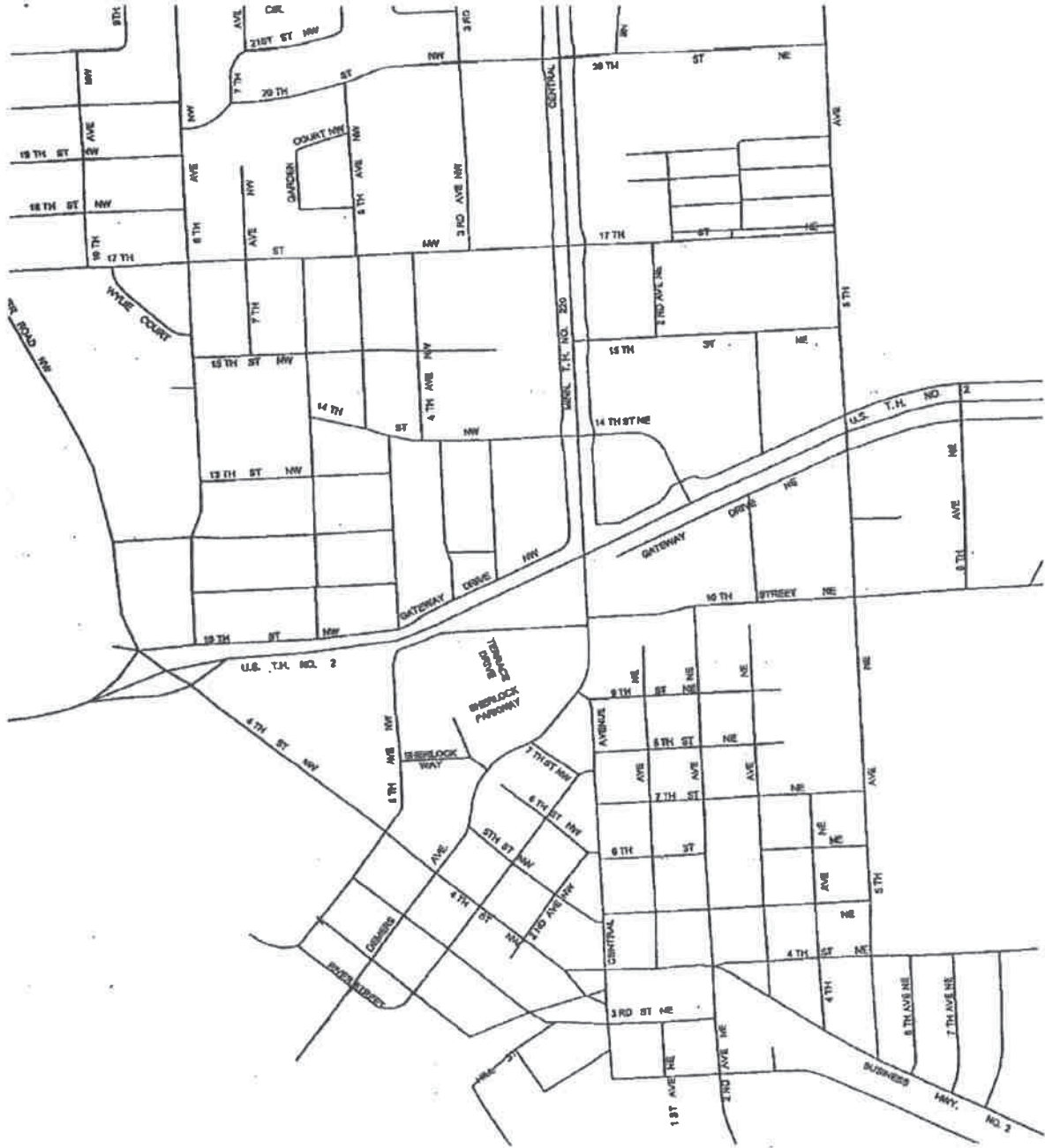
Aerisso Schrage  
Print Name

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

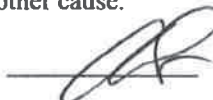
D. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we hereby expressly assume all such risks of injury, loss, or damage to us or any related third party, arising out of or in any way related to the above described activities, whether or not caused by the act, omission, negligence, or other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

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



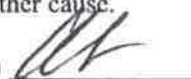
E. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we further hereby exempt, release and discharge the City of East Grand Forks, its officers, and its employees, from any and all claims, demands, and actions for such injury, loss, or damage to us or to any third party, arising out of or in 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 \_\_\_\_\_

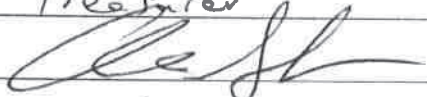
Signature \_\_\_\_\_

Date \_\_\_\_\_

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

Name Aerissa Schrage

Title Treasurer

Signature 

Date 3-16-18





## **Requirements for approval from Iron Pigs Motorcycle Club**

Greenway Technical Committee recognizes the desire to memorialize someone who lost their life in the line of duty. The committee also recognizes the need to define parameters for the event in order to for similar requests, as this will open the door for similar requests from other groups. the Greenway was not the appropriate venue for this activity

Approval from the Greenway Technical Committee is contingent on the Iron Pigs Motorcycle Club meeting the following requirements:

- Provide a more defined time frame for the procession.
- 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.
- Signs should be in place at least three (3) days prior to the event.
- Provide volunteers at trail openings along the route to keep non-motorized traffic off the trail.
- Ensure that the trail is clear of motorcycles before reopening to the public.
- This is an annual request.



## Greenway Project Request Form

<b>Contact name</b> Peg O'Leary, Coordinator, GF Historic Preservation Commission	
<b>Address</b> P.O. Box 13876	
<b>City</b> Grand Forks	<b>State &amp; zip</b> ND 58208-3876
<b>Phone</b> 701.772.8756	
<b>Email address</b> poleary@grandforksgov.com	
<b>Is this request:</b> <input type="checkbox"/> One time event <input checked="" type="checkbox"/> New installation <input type="checkbox"/> Improvement to existing facility	
<b>Brief summary of request:</b> The Mayor's office has asked the Commission to follow through on a 1997 City Council commitment to erect a plaque in memory of Charles Thurber, a black man who was lynched in Grand Forks in 1882.	
<b>Support for the activity or facility.</b> How many people typically participate in this activity, is there a user group established in the area, etc.:	
n/a	
<b>What is needed to facilitate this project?</b> Space, structures, etc? Please attach a diagram of the proposed layout of the activity or facility, if appropriate.	
A proposed plaque would require space near the BNSF railroad bridge along the bike path.	
<b>What, if any, costs are associated with this project?</b>	
Cost of the plaque will vary from \$500 - \$1,200 depending on materials; installation is estimated at approximately \$400.	
<b>How will these expenses be paid?</b> Fundraisers, sponsor, etc.	
The City will fund the plaque, installation and insurance.	

<b>Does this project require ongoing maintenance?</b> If so, who will maintain the facility?
The City will have responsibility for necessary maintenance. Existing bronze plaques in town require no regular maintenance but must be monitored for vandalism.
<b>Will this event or facility be open to the public?</b> n/a
<b>Does this activity or facility involve the use of harmful chemicals, excavation or fire?</b> If so, please describe.
Depending on the type of plaque/mount, some type of hole will be required to pour a foundation to anchor the plaque.

**Please submit this completed form and other supporting documents to be considered to:**

Greenway Manager  
City of Grand Forks  
P.O. Box 5200  
Grand Forks, ND 58208-5200  
701-738-8746

<b>For office use</b>	<b>Date received</b>
<b>Received by:</b>	
<b>Attachments:</b>	

**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 the law for all citizens. Under our justice system, the accused are assumed to be innocent until proven guilty. Charles Thurber was not afforded due process of law and has been assumed to be guilty for all these years.

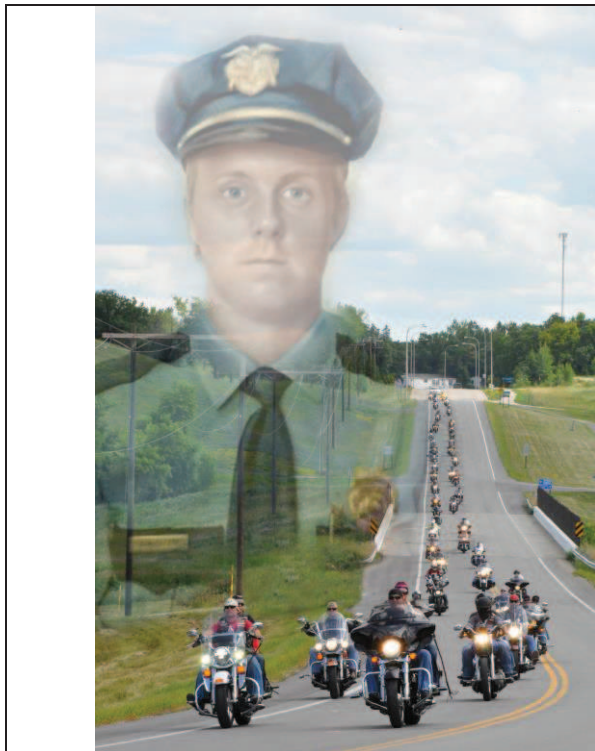
Although life lost can never be replaced, it is fitting that this miscarriage of justice be acknowledged, and that Charles Thurber be accorded the dignity rightly belonging to all American citizens.

**“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

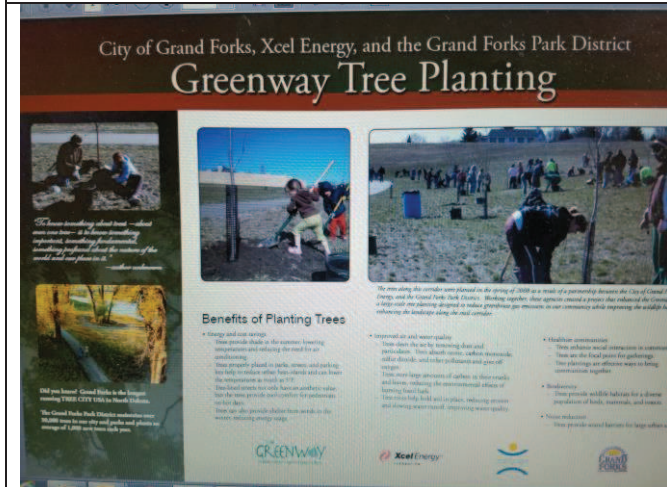
## Existing and proposed Greenway plaque examples



Memorial request for Michael Olson  
Killed in the line of duty



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



Educational interpretive plaque

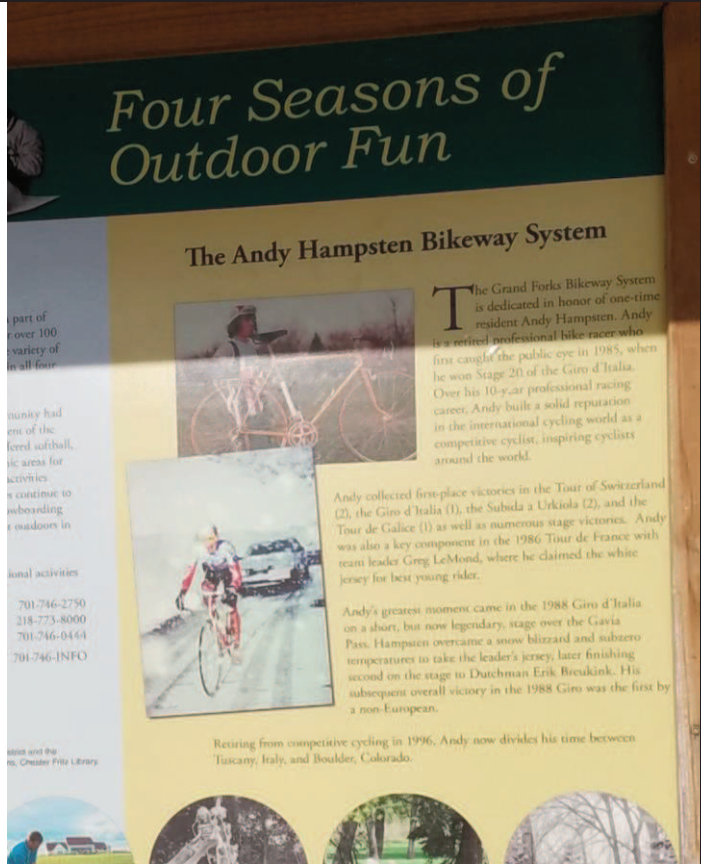


Bronze plaque in Rotary Park downtown GF

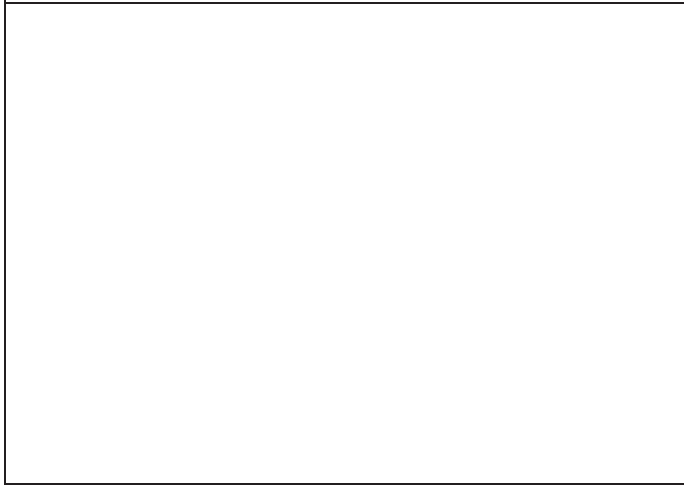




Example of interpretive plaque with memorial in corner



Close-up of memorial on interpretive plaque



Wooden kiosk