RESOLUTION APPROVING THE USE OF SARPY COUNTY ROADS BY COMMONFUND OF THE HEARTLAND FOR THE MARCH 3, 2018 HEAT THE STREETS 5K WALK/RUN EVENT

WHEREAS, pursuant to Neb. Rev. Stat. §23-104(6), the County has the power to do all acts in relation to the concerns of the county necessary to the exercise of its corporate powers; and,

WHEREAS, pursuant to Neb. Rev. Stat. §23-103, the powers of the County as a body are exercised by the County Board; and,

WHEREAS, Neb. Rev. Stat. §39-1402 grants to the County Board authority for the improvement, maintenance and general supervision of public roads; and,

WHEREAS, CommonFund of the Heartland desires to sponsor a Heat the Streets 5K Walk/Run Event held partially on Sarpy County public roads on March 3, 2018; and,

WHEREAS, those Sarpy County public roads shall include and be limited to:
  • 126th Street from the North Exit of Werner Park to Lincoln Road
  • Lincoln Road from 126th Street to the Northeast Parking Lot of Prairie Queen Recreation Area

WHEREAS, such use of the public roads will occur between 7:30AM and 10:00AM; and,

WHEREAS, CommonFund of the Heartland shall provide all cones, people, and signage required for such use of the Sarpy County public roads; and,

WHEREAS, CommonFund of the Heartland is NOT authorized to use Sarpy County vehicles during this special event; and,

WHEREAS, CommonFund of the Heartland shall, after the conclusion of the Event and as a condition required of the permission to use such public roads, return the route to the condition in which it was found.

NOW, THEREFORE, BE IT RESOLVED by the Sarpy County Board of Commissioners that the use of the Sarpy County public roads on March 3, 2018 for the Heat the Streets 5K Walk/Run Event as outlined above by CommonFund of the Heartland is hereby approved.

The above and foregoing Resolution was duly approved by a vote of the Sarpy County Board of Commissioners at a public meeting duly held in accordance with applicable law on this 27th day of February, 2018.

(Seal)

ATTEST:

Chairman, Sarpy County Board

Sarpy County Clerk
MEMORANDUM

To: Sarpy County Board of Commissioners
From: Andrea Gosnold-Parker, Deputy Sarpy County Attorney
RE: Heat the Streets Special Event Road Use Request
Date: February 23, 2017

On February 27, 2018, after having been tabled from February 13, 2018, a request by CommonFund of the Heartland for Road Use on March 3, 2018 for a Special Event (Heat the Streets) will come before the Board. Attached to the resolution you will find a copy of the Event Permit Application submitted to the City of Papillion as well as a copy of the Certificate of Insurance submitted for the Event.

This request for Road Use has been submitted for a private event. Traditionally, Sarpy County has not provided the use of County Vehicles for private events, and the Event Organizers have been responsible for the provision, set-up, and take-down of any barricades, cones, etc., that are needed for safe use of the roadways for the event. It is the recommendation of the County Attorney’s Office that we follow this standard for the Heat the Streets event.
CERTIFICATE OF INSURANCE

PRINT DATE: 2/21/2018
CERTIFICATE NUMBER: 20180221593445

AGENCY:
Integro USA Inc.
d/b/a Integro Insurance Brokers
2727 Paces Ferry Road, Building Two, Suite 1500
Atlanta, GA 30339
678-324-3300 (Phone), 678-324-3303 (Fax)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND
CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES
NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES
BELOW.

NAMED INSURED:
USA Track & Field, Inc.
130 East Washington Street, Suite 800
Indianapolis IN 46204

COMMON FUND OF THE HEARTLAND

INSURERS AFFORDING COVERAGE:
INSURER A: Philadelphia Indemnity Ins. Co. NAIC #: 18058
INSURER B: Philadelphia Indemnity Ins. Co. NAIC #: 18058

EVENT INFORMATION:

POLICY/COVERAGE INFORMATION:
THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY
REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE
INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE
LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INS TYPE OF INSURANCE: POLICY NUMBER(S): EFFECTIVE: EXPIRES: LIMITS:
A GENERAL LIABILITY
X Occurrence
X Participant Legal Liability

PHPK1721333
11/1/2017 12:01 AM
11/1/2018 12:01 AM

GENERAL AGGREGATE (Applies Per Event) $3,000,000
EACH OCCURRENCE $1,000,000
DAMAGE TO RENTED PREMISES (Each Occ.) $1,000,000
MEDICAL EXPENSE (Any one person) EXCLUDED
PERSONAL & ADV INJURY $1,000,000
PRODUCTS-COMP/OP AGG $3,000,000

B UMBRELLA/EXCESS LIABILITY
X Occurrence

PHUB602873
11/1/2017 12:01 AM
11/1/2018 12:01 AM

EACH OCCURRENCE $10,000,000
AGGREGATE (Applies Per Event) $10,000,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS:
Coverage applies to USA Track & Field sanctioned events and registered practices, including any directly related activities, such as event set-up and tear-down, participant check-in and award ceremonies.

The certificate holder is an additional insured per the following endorsement: Additional Insured - Certificate Holders (Form PI-AM-002)

The General Liability policy is primary and non-contributory with respect to the negligence of the Named Insureds (Form CG 00 01)

The General Liability policy contains a blanket Waiver of Subrogation as required by contract per Waiver of Transfer of Rights of Recovery Against Others (Form CG 24 04).

Excess policy follows form of underlying General Liability.

CERTIFICATE HOLDER:
Sarpy County Nebraska
1210 Golden Gate Dr # 1129
Papillion NE 68046

NOTICE OF CANCELLATION:
Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

AUTHORIZED REPRESENTATIVE:
APPLICANT INFORMATION:

FULL NAME OF APPLICANT: Alan Kohll

NAME OF EVENT ORGANIZER/PRODUCER: Mumran Event Mgmt

TITLE: Director

PRODUCTION COMPANY/ORGANIZATION: Mumran Event Mgmt

FEDERAL TAX ID or SOCIAL SECURITY #: 27-164064

STREET ADDRESS: 9320 H Cr

CITY: Omaha

STATE: NE

ZIP CODE: 68127

E-MAIL ADDRESS: alan@mumraneventmgmt.com

DAY TIME PHONE: 402-212-7508

FAX: 402-964-0545

CELL PHONE: 402-212-7508

EVENT SPONSOR: Are you, the applicant, organizing this event on behalf of another organization? (Please check YES or NO below)

YES [ ] NO [x] Name of Organization: Common Fund of the Heartland

ADDITIONAL DOCUMENTATION REQUIRED: If you checked “yes” above, please submit an endorsement letter from the organization (on their official letterhead) on whose behalf you are organizing this event.

NAME OF SPONSORING ORGANIZATION CONTACT: Bridgett Petzoldt

ADDRESS OF SPONSORING ORGANIZATION: 1102 East 1st Street

CITY: Papillion

ZIP CODE: 68046

SPONSORING ORG. CONTACT PHONE: 402-614-7407

EVENT INFORMATION:

EVENT NAME: Heat the Streets 5K Run | 1 mile Walk

1st CHOICE PARK LOCATION: no

DATE(S): 3/3/2018

2nd CHOICE PARK LOCATION: NA

ADDITIONAL INFORMATION REQUIRED: If your event includes multiple days and/or varying times, please attach a schedule.

# of Minors and their role: 10-15 volunteers supervised by team captains (adults) from Common Fund of the Heartland
EVENT DESCRIPTION: Please check what type of event this is (Check ALL that apply)

- Walk/Fun Run (untimed)
- Race/Timed Run
- Art Fair / Festival
- Bike Ride
- Cultural Event
- Sailing/Water Activity
- Public Rally/March
- Concert/Performance/Service
- Other

*Please provide a detailed description of your event. Document(s) with this information or other materials describing this event may be attached.

FOR ALL WALKS, RUNS, RACES OR OTHER ACTIVITIES IN WHICH PARTICIPANTS WILL BE FOLLOWING A COURSE:
Walk/Run/Race events will only be considered for approval if they are contained within the park trail system. Requests for events to be held on City/State roads will not be authorized. A permit does not give the event organizers exclusive use of the park. Public patrons will always have full access to the park.

What is the start time for your walk/run/race or other activity? (If you are having multiple walks/runs/races, please provide the type of event with the start time of each walk, run, and/or race.)

EVENT SET-UP DATE(S): 3/3/2018
EVENT TEAR-DOWN DATE(S): 3/3/2018
SET-UP TIME(S):
From: 6:00 AM To: 9:00 AM
TEAR-DOWN TIME(S):
From: 9:00 AM To: 11:00 AM

NUMBER OF PARTICIPANTS:
300 to 600
ESTIMATED NUMBER OF SPECTATORS:
50 to 75
ACTUAL TIME(S) OF EVENT(S):
From: 9:00 AM To: 11:00 AM

PREVIOUS YEAR DATE/LOCATION: Has this event been previously held? (Please check YES or NO)

- [ ] YES
- [x] NO

Event Name: HEAT THE STREETS 5K RUN/WALK
Location: MIDTOWN CROSSING OMAHA, NE
Date: MARCH 2017

NUMBER OF PARTICIPANTS: Additional Documentation Required - If event is a recurring walk/run/race event, please also submit the previous year number of participants.

Current Year: 2018
Number of Participants: 200 RUN/200 WALK
Previous Year: SAME
Number of Participants: SAME

ADMISSION FEES, PARTICIPANT ENTRY FEES & SUGGESTED DONATIONS:
Will you be collecting money in connection with this activity? (Please check YES or NO below)

- [x] YES
- [ ] NO

If yes, please describe the purpose of the collection, the place and manner in which you intend to collect the money, and from whom you will be collecting: 
ENTRY FEE $20 TO $40

If you marked YES, please provide proof of a Nebraska sales tax permit, including the state tax identification number, or exemption from the state and federal taxing authorities, if applicable.

State Tax ID #: 12472673 (COMMON FUND OF THE HEARTLAND)

EVENT FEATURES:
All event features are subject to the approval of the City of Papillion. Additionally, certain event features such as street closures and separate permits may be required from the City of Papillion. For information regarding City of Papillion permits, please call 402-597-2021.

ALCOHOL SERVICE:
Are you requesting to sell and/or serve beer at your event? (Please check YES or NO below)

- [ ] YES
- [x] NO

Additional Information Required: If you checked "YES" above, a special designated liquor license is required by the Papillion City Council.

FOOD AND NON-ALCOHOLIC BEVERAGES:
Are you requesting permission to sell and/or serve food and/or beverages? (Please check YES or NO below)

- [ ] YES
- [x] NO

Additional Information Required: If you checked "YES" above, you must comply with all state health code requirements to sell and/or serve food and/or non-alcoholic beverages.
VENDORS: A complete listing of all vendors participating in the event including the name, address and phone number of all the managers and the type of business that will be conducted as well as the list of items for sale including food, beverage and other merchandise.

MERCHANDISE:
Are you requesting permission to sell merchandise? ☐ Yes ☒ NO

If you check YES, please provide proof of a Nebraska sales tax permit, including the state tax identification number, or exemption from the state and federal taxing authorities, if applicable.

State Tax ID #: ____________________________

AMPLIFIED SOUND: Are you requesting permission to have amplified sound? Amplified sound must be directed away from residences and must comply with the City of Papillion noise ordinance. No amplified sound before 8:00 a.m. or after 10:30 p.m. without permission from the Papillion Chief of Police. (Please check YES or NO)

☐ YES ☐ NO

Hours of Amplified Sound: ____________________________ To: ____________________________

Describe Sound System: ____________________________

(Please describe purpose & plans for amplified sound)

Amplified Sound: To:

Additional Information Required: If you checked "YES" above, please identify the proposed location of sound system, direction of sound and location of speakers on your site map.

TENTS AND CANOPIES: Will your event feature any tents and/or canopies? (Please check YES or NO below).

☐ YES ☒ NO

Number of Tents/Canopies: ____________________________

Tent/Canopy Size(s): ____________________________

*If you have multiple tents/canopies with varying sizes, indicate the number with the corresponding size.

Additional Documentation Required: If you checked "YES" above, please indicate the number of tents with the corresponding size. A separate document with this information may be attached. All tents and/or canopies must be indicated on the site map. The event organizer is responsible for any damage caused to the park property/facility and must consult the City of Papillion prior to installation.

VEHICLES: Are you requesting permission to operate vehicles on City of Papillion service roads for delivery of equipment and supplies? (Please check YES or NO below)

☐ YES ☒ NO

Number of vehicles: ____________________________

Vehicle Description(s): ____________________________

Are you requesting permission to retain vehicles on-site for the duration of the event?

☐ YES ☒ NO

Number of vehicles: ____________________________

Vehicle Description(s): ____________________________

Additional Information:

FACILITY USE & EVENT APPLICATION
122 East 3rd St. Papillion, NE 68046 Phone (402) 597-2021 Fax (402) 339-0670 www.papillion.org
**PARKING:** Will your event require parking? (Please check YES or NO below).

<table>
<thead>
<tr>
<th>YES</th>
<th>Estimated Number of Vehicles: ______________________</th>
</tr>
</thead>
<tbody>
<tr>
<td>NO</td>
<td>Description on where the vehicles will be located during the event: ______________________</td>
</tr>
</tbody>
</table>

Will your event require transportation of participants/spectators from the parking lot site(s) to the event site?

<table>
<thead>
<tr>
<th>YES</th>
<th>Describe: __________________________________________</th>
</tr>
</thead>
<tbody>
<tr>
<td>NO</td>
<td></td>
</tr>
</tbody>
</table>

Additional Information Required: If you checked "YES" above, please identify the proposed location(s) of parking on your site map.

**STAGES/PLATFORMS, PORTABLE TOILETS, DUMPSTERS, FENCING, BARRICADES AND OTHER STRUCTURES**

If you are planning to erect, install, or use any of these structures, please describe below and identify the locations of all structures on your site map. Include sizes and quantities of individual structures.

**STAGES/PLATFORMS:** Will your event include the installation of stages/platforms? The location of the stages/platforms must be identified on the site map and approved by the City of Papillion. (Please check YES or NO below).

<table>
<thead>
<tr>
<th>YES</th>
<th>Number of Stages: ___________________________</th>
</tr>
</thead>
<tbody>
<tr>
<td>NO</td>
<td>Stage Description(s): ________________________</td>
</tr>
</tbody>
</table>

**PORTABLE TOILETS:** Will your event include the use of portable toilets? (Please check YES or NO below).

<table>
<thead>
<tr>
<th>YES</th>
<th>Number of Portable Toilets: ______ AND Number of Accessible ADA Portable Toilets: ______</th>
</tr>
</thead>
<tbody>
<tr>
<td>NO</td>
<td>Description(s): ____________________________</td>
</tr>
</tbody>
</table>

Additional Documentation Required: If you checked "YES" above, please clearly indicate the location and the number of portable toilets on the site map. All portable toilets must be removed from City of Papillion property within 48 hours of event (if event is on a Saturday or a Sunday, portable toilets must be removed that following Monday). The locations must be approved by the City of Papillion.

**DUMPSTERS:** Will your event include the use of dumpsters? The location of the dumpsters must be identified on the site map and approved by the City of Papillion. (Please check YES or NO below).

<table>
<thead>
<tr>
<th>YES</th>
<th>Number of Dumpsters: _________________________</th>
</tr>
</thead>
<tbody>
<tr>
<td>NO</td>
<td>Description(s): ____________________________</td>
</tr>
</tbody>
</table>

**FENCING:** Will your event include the installation of fencing? The location of the fencing must be identified on the site map and approved by the City of Papillion. (Please check YES or NO below).

<table>
<thead>
<tr>
<th>YES</th>
<th>Description: _______________________________</th>
</tr>
</thead>
<tbody>
<tr>
<td>NO</td>
<td></td>
</tr>
</tbody>
</table>

**BARRICADES:** Will your event include the use of barricades? The location of the barricades must be identified on the site map and approved by the City of Papillion. (Please check YES or NO below).

<table>
<thead>
<tr>
<th>YES</th>
<th>Number of Barricades: ______________________</th>
</tr>
</thead>
<tbody>
<tr>
<td>NO</td>
<td>Description(s) of location: __________________</td>
</tr>
</tbody>
</table>

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**FACILITY USE & EVENT APPLICATION**

122 East 3rd St, Papillion, NE 68046 Phone (402) 597-2021 Fax (402) 339-0670 www.papillion.org
OTHER STRUCTURES: Will your event include other structures not identified above? The location of all other structures must be identified on your site map and approved by the City of Papillion. (Please check YES or NO below).

☐ YES  Number of Structures: _______________________

☐ NO  Description(s): _____________________________________________________________

STREET CLOSURES OR USE OF PUBLIC WAY: Are you requesting to close off a city street for an event?

☐ YES  Description: _____________________________________________________________

☐ NO  _____________________________________________________________

All street closures and proposed routes are to be identified on the site map and are subject to approval by the City of Papillion. For more information regarding the closure of city streets, please contact Papillion Public Works at 402-597-2043. The City of Papillion is not responsible for any costs associated with the private rental of barricades or road closure signs.

Is any portion of this event on a state highway?

☐ YES  Description: _____________________________________________________________

☐ NO  _____________________________________________________________

If yes, a separate permit will be required by the Nebraska Department of Roads.

POLICE AND/OR FIRE PERSONNEL: Will your event require any police or fire department personnel?

☐ YES  Description: _____________________________________________________________

☐ NO  _____________________________________________________________

______ # of Police  _______ # of Fire

SITE MAP: (Required for all applications)

Please attach a site map clearly indicating the set-up of your event. The site map should indicate the relative location of the following: all sources of amplified sound and direction of sound, tents and canopies with sizes, stages, promotional vehicles, inflatables, portable toilets, dumpsters, trash receptacles, banners, signs, fencing barricades, and other structures, proposed driving paths for all equipment and supply vehicles, location of vehicles you wish to retain on City of Papillion property during the event, locations of alcohol (in a fenced off area), food and merchandise service/sale, and proposed street closures. All site maps are subject to the approval of the City of Papillion.

ROUTE MAP: (Required for only RUNS, WALKS, or other COURSE ACTIVITIES)

All run, walk, or other activities in which participants will be following a course will be required to attach a route map and a written document of the proposed route of the event. All proposed route maps are subject to the approval from the City of Papillion. The use of any outside parkways or parks such as city streets, must be identified on the site map and approved by the City of Papillion. Additionally, the City of Papillion is not responsible for any costs associated with the denial of the proposed route.
I, the applicant, agree to indemnify and defend the City of Papillion, its officials, agents and employees (the "Indemnities") against any losses, costs, damages, liabilities, claims, suits, actions, causes of action and expenses resulting from, arising out of, or relating to any negligence or intentional misconduct by the applicant of the sponsoring organization, its officers, employees, or any person under its control in connection with this permit.

I do solemnly swear (or affirm) that all answers given and statements made on this application are complete and true to the best of my knowledge and beliefs. I have read and understand the terms and conditions outlined in this document and the terms of City of Papillion Municipal Code Chapter 146 and the Policy Governing the Facility Use and Event Permits and agree to abide by them.

I agree to allow inspections by the Chief Building Official or his/her designee Inspector to ensure all structures comply with City Code.

I understand that if a permit is granted, it will not be used or represented in any way as an endorsement by the City of Papillion.

Unless expressly provided for in the permit, Facility Use & Event Permit does not grant the permit holder exclusive rights to City property including but not limited to any right to restrict access, use First Amendment activities of any other person on City property, which is open to the general public.

Cancellations must be made in writing, no later than fourteen (14) days prior to the event for a full refund. Any amendments or revisions to the original application shall be promptly provided to the City Clerk and must be made at least one (1) day prior to the event. All requests for amendments or revisions must be made in writing and are subject to the approval of the City.

I agree to be bound by the above terms as a condition to the issuance of the Facility Use & Event Permit.

[Signature]
NAME OF APPLICANT

[Signature]
SIGNATURE OF APPLICANT

[Date]

Thank you for completing your application. Before you submit your application to the City of Papillion, please make sure that the following steps have been completed:

Have you:

☒ Signed and dated your application?
☒ Attached your event site map and/or route map?
☒ Submitted your application 60 days prior to your event?

Submit your completed application to:

City of Papillion
Attn: City Clerk
122 East 3rd Street
Papillion, NE 68046
Phone: (402) 597-2021
Fax: (402) 339-0670
**FOR OFFICE USE ONLY**

**Event**: ____________________  
**Date**: ____________

1. **Event Permit Fee**:  
   $_________ or NA  
   Total = ____________

2. **City Staff Fees**: (Write NA in the total column if this event does not require City staff present)
   - Parks & Rec:  
     # of Staff ________ X # of hours ________ X $35.00 per hour  
     Total = ____________
   - Police:  
     # of Staff ________ X # of hours ________ X $60.00 per hour  
     Total = ____________
   - EMT:  
     # of Staff ________ X # of hours ________ X $40.00 per hour  
     Total = ____________
   - Public Works:  
     # of Staff ________ X # of hours ________ X $45.00 per hour  
     Total = ____________
   - Other:  
     # of Staff ________ X # of hours ________ X $40.00 per hour  
     Total = ____________

3. **Fencing Installed by the City ($25/ every 50 ft.)**: # of feet needed or NA  
   Total = ____________

4. **Barricades/Cones**: (Write NA in the total column if this event does not require any additional barricades or cones)
   - Small Barricades:  
     # of barricades: ________ X $5.00 each  
     Total = ____________
   - Large Barricades:  
     # of barricades: ________ X $10.00 each  
     Total = ____________
   - Jersey Barricades:  
     # of barricades: ________ X $20.00 each  
     Total = ____________
   - Small Cones:  
     # of cones: ________ X $2.00 each  
     Total = ____________
   - Large Cones:  
     # of cones: ________ X $3.00 each  
     Total = ____________

5. **Items to be moved**: (Write NA in the total column if applicant does not need any items moved)
   - Picnic Table: (1 - 6 tables = $100, 7 or more tables = $200)  
     # of tables ________  
     Total = ____________
   - Bleachers: (1 - 3 bleachers = $100, 4 or more bleachers = $200)  
     # of bleachers ________  
     Total = ____________
   - Other:  
     # of item ________  
     Total = ____________

6. **Other Rental Equipment**: (Write NA in the total column if this event does not require additional equipment rental from the City)
   -  
     # of ________ X # of ________  
     Total = ____________
   -  
     # of ________ X # of ________  
     Total = ____________
   -  
     # of ________ X # of ________  
     Total = ____________
   -  
     # of ________ X # of ________  
     Total = ____________
   -  
     # of ________ X # of ________  
     Total = ____________

   **Grand Total** = ____________

**Event Representative**: ____________________  
(Print Name)  
**Event Representative**: ____________________  
(Sign Name)

**City Representative**: ____________________  
(Print Name)  
**City Representative**: ____________________  
(Sign Name)

Event organizers may also rent equipment from River City or TODCO. Event organizers are not required to rent from the City; however, they are required to comply with all City instruction given after the review of the application.
Heat the Streets 5k Course 2018
Distance: 3.11 mi
Elevation Gain: 129 ft
Elevation Max: 1,167 ft

Notes

Head north
Destination will be on the left