

SPECIAL EVENTS PERMIT APPLICATION

Lancaster County, Nebraska

**Application must be received by the County Clerk
a minimum of three (3) weeks prior to the event.**

**PLEASE READ THE GENERAL REQUIREMENTS PRIOR TO COMPLETING THE
APPLICATION. THE HOLD HARMLESS AGREEMENT MUST BE SIGNED AND
SUBMITTED AT TIME OF APPLICATION.**

APPLICANT INFORMATION

Applicant Name: Mary Noel

Business/Organization Name (if applicable): Prairie Pines Partners/Lincoln Track Club

Full Mailing Address: 3001 S. 20th St. Lincoln, NE 68502

Phone #: 402-560-9730 **Alternate Phone #:** _____

E-mail Address: mhillis@huskers.unl.edu

EVENT INFORMATION

Event Name: Run Four the Pines

Event Description: fun run

***Date of Event:** August 10, 2019 **Alternate Date:** _____

Start Time: 6 PM **End Time:** 10 PM

**In the event of cancellation, the County shall be notified by the applicant as soon as possible,
however, not later than the day preceding the scheduled date.*

Will the event be in/on a road? Yes No

Will the event be in/on sidewalk space? Yes No

**Is part of the proposed route within the city limits of Lincoln or any other
incorporated city or village?** Yes No

*If yes, please contact the City or Village Clerk of that jurisdiction
to inquire about other necessary permits.*

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Lancaster County, Nebraska

Planned Route (describe in detail and attach map): This is a 4 mile fun run starting and finishing at Prairie Pines Nature Preserve. Runners will exit PPNP on 112th, run on 112th (we propose closing 112th between Adams and Havelock) 3/4th a mile to Murdock trail. The runners will then run on Murdock trail.

(Attach additional sheets if necessary.)

Expected number of people attending: 200

Location(s) of event marshals/monitors: Volunteers will be directing on the course

***Do you need sheriff escort/traffic control?** Yes No

***Do you need traffic control equipment (i.e., signs, cones, barricades)?** Yes No

**Applicant shall be responsible for reimbursing the County for such expenses.*

Additional Comments: PPNP already has an approved Amusement Licence for this event and a permit from Lincoln Parks and Recreation to use the Murdock Trail. This is a Lincoln Track Club sponsored event. This is a country gravel road with minimal traffic on a saturday evening.

The applicant agrees to pay all costs incurred by Lancaster County, Nebraska.

Signature: 

Date: July 16, 2019

Return this application at least three (3) weeks prior to the event to:
Lancaster County Clerk
555 S. 10th Street, Room 108
Lincoln, NE 68508

If you have questions regarding Special Event Permits,
please contact the Clerk's Office at:
Phone: (402) 441-7484
E-mail: coclerk@lancaster.ne.gov
Web site: lancaster.ne.gov

For Office Use Only:

- | | | |
|---|-----------------------------------|--|
| <input type="checkbox"/> Application | <input type="checkbox"/> Engineer | <input type="checkbox"/> Building & Safety |
| <input type="checkbox"/> Hold Harmless | <input type="checkbox"/> LLCHD | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Map | <input type="checkbox"/> Planning | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Certificate of Insurance | <input type="checkbox"/> Sheriff | <input type="checkbox"/> WITHDRAWN _____ |

SPECIAL EVENTS PERMIT APPLICATION
Lancaster County, Nebraska

HOLD HARMLESS AGREEMENT

Event Name: Run Four the Pines
Date of Event: August 10, 2019

The applicant shall indemnify and hold harmless, to the fullest extent allowed by law, Lancaster County, Nebraska (the "County"), and its agents, employees and representatives from all claims, demands, suits, actions, payments, liability, judgments (including court-ordered attorneys fees), arising out of or resulting from the special event listed above that results in bodily injury, sickness, disease, death, civil rights liability or damage to or destruction of tangible property including loss of use resulting therefrom, and that is caused in whole or in part by the acts or omissions of the applicant or anyone directly or indirectly employed by applicant or anyone for whose acts or omissions they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Applicant shall maintain a policy or policies of insurance (or a self-insurance program) sufficient in coverage and amount to pay any judgments or related expenses from or in conjunction with any such claims.

In claims against any person or entity indemnified under this agreement by an employee or the applicant or anyone directly or indirectly employed by the applicant or anyone for whose acts they may be liable, the indemnification obligation under this agreement shall not be limited by a limitation on amount or type of damages, compensation or benefits payable by or for the applicant under workers' or workmen's compensation acts, disability benefit acts or other employee benefit acts.

Dated this 16 **day of** July, **20** 19.

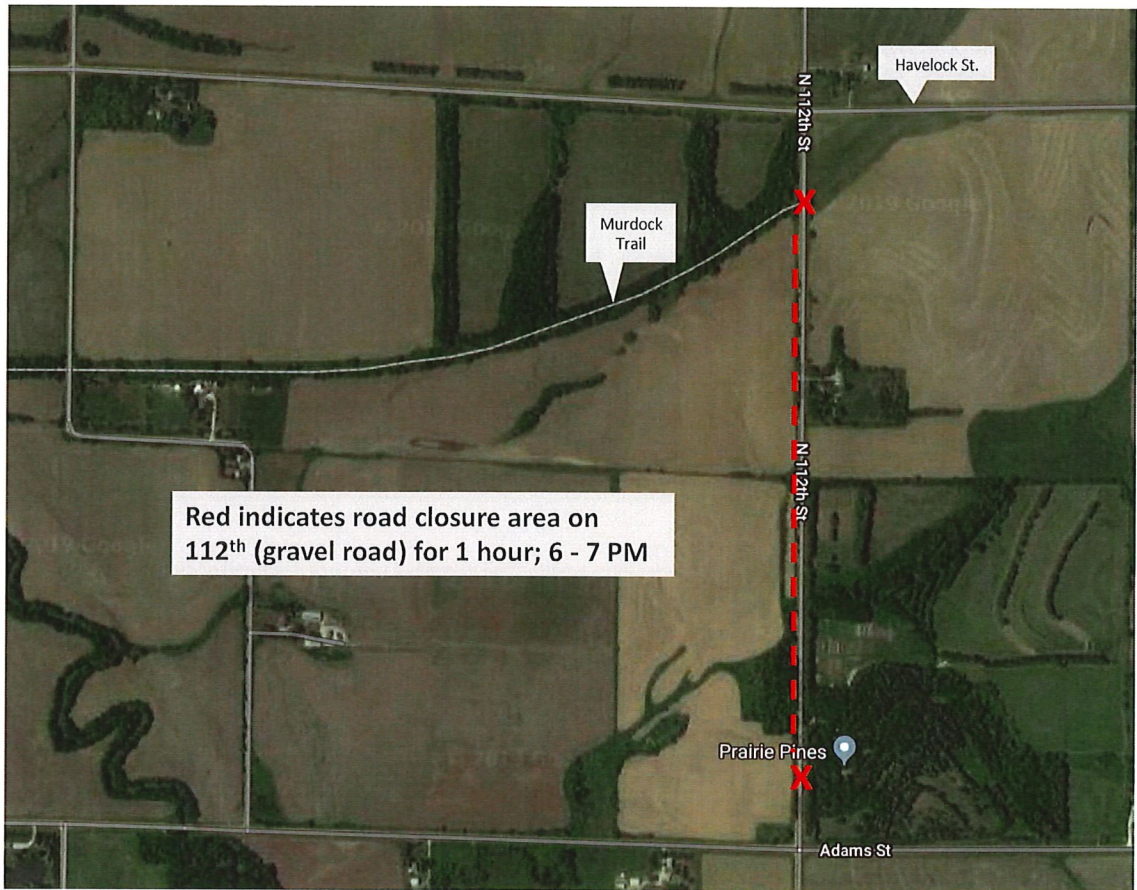
Applicant Signature: 

Printed Name: Mary Noel

Title/Legal Capacity: Prairie Pines Partners

Witness to Signature: 

REMINDER: *The applicant must also provide the County with proof of insurance; see General Requirements for coverage type and amounts.*



Red indicates road closure area on 112th (gravel road) for 1 hour; 6 - 7 PM

Havelock St.

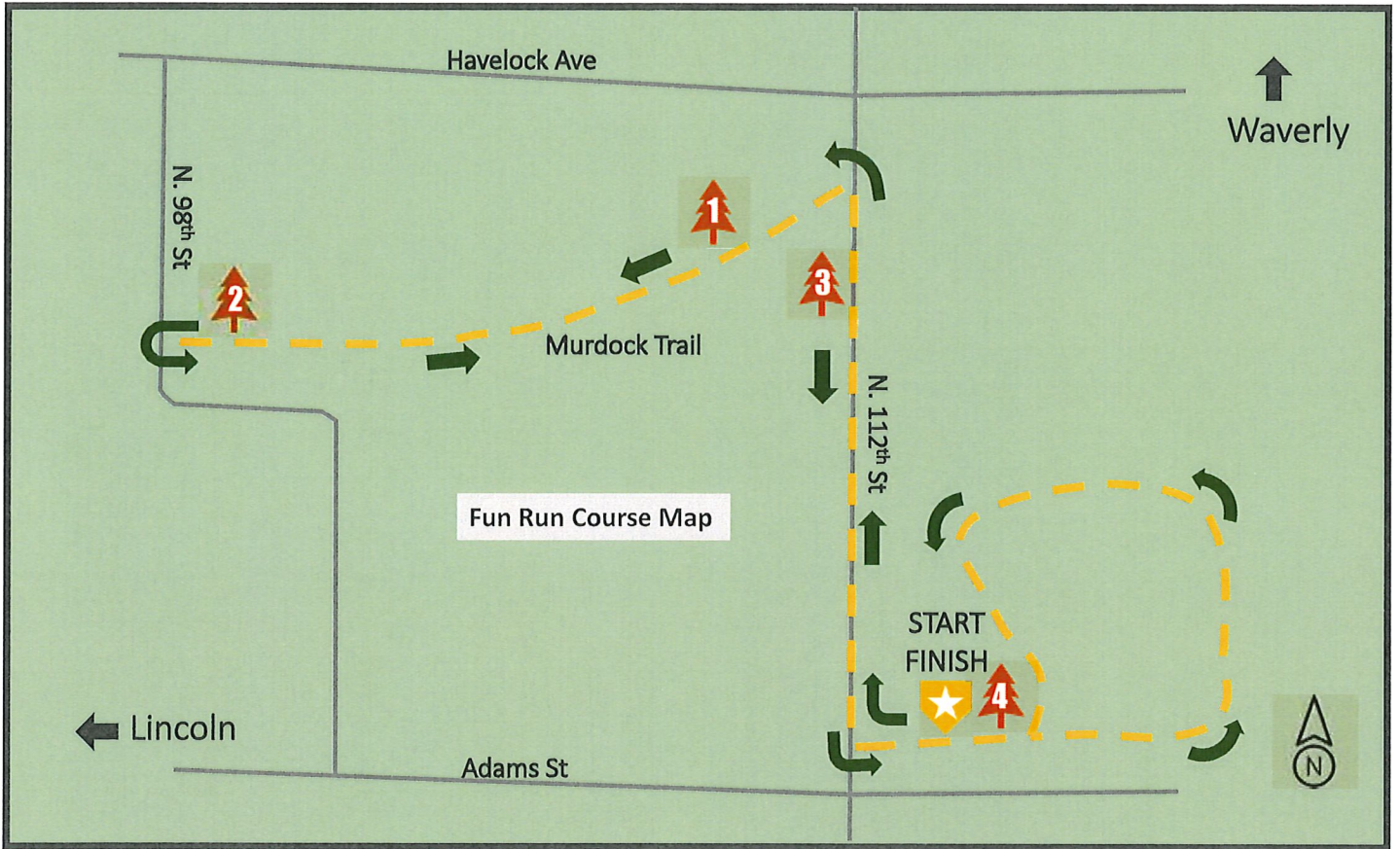
Murdock Trail

N 112th St

N 112th St

Prairie Pines

Adams St



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD) 05/30/2

CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE OF INSURANCE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICY. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORITY OR PRODUCER, AND THE CERTIFICATE HOLDER.

NOTE: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, suit and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights on the holder in lieu of such endorsement(s).

Contact Agency, Inc. 105 68501- zia, CPCU	CONTACT NAME: Colten Zamrzla, CPCU PHONE (ASC, Ho, Ext): 402-475-3213	FAX (ASC, No):
	ADDRESS: PRODUCER CUSTOMER ID #: PRAIR-1	
INSURER(S) AFFORDING COVERAGE		
Prairie Pines Partners Ltd Lisa Sutton PO Box 5043 Lincoln, NE 68505	INSURER A: Cincinnati Insurance Company	101
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

ES CERTIFICATE NUMBER: REVISION NUMBER:

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

TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC MOBILE LIABILITY OWNED AUTOS RENTED AUTOS NON-OWNED AUTOS	X		ECP0384128	04/14/2019	04/14/2020	EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
UMBRELLA LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE DEDUCTIBLE \$ None ATTENTION \$ None EMPLOYERS COMPENSATION EMPLOYERS' LIABILITY PROPRIETOR/PARTNER/EXECUTIVE MEMBER EXCLUDED? (Story in NH) Description and/or DESCRIPTION OF OPERATIONS below			EBA0384128 EBA0384128	04/14/2019 04/14/2019	04/14/2020 04/14/2010	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (PER ACCIDENT) \$ EACH OCCURRENCE \$ AGGREGATE \$
EMPLOYERS' LIABILITY PROPRIETOR/PARTNER/EXECUTIVE MEMBER EXCLUDED? (Story in NH) Description and/or DESCRIPTION OF OPERATIONS below			EWC0391639-01	06/13/2018	06/13/2019	X WC STATUTORY LIMITS OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Track Club Sanctioned Fun Run - August 10, 2019
Office of Cancellation - Lancaster County
Liability is on an occurrence basis and is primary non contributory
Lancaster County is an Additional Insured

CERTIFICATE HOLDER Lancaster County Clerk's Office 555 South 10th Street Lincoln, NE 68508	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED TO THE CERTIFICATE HOLDER IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Colten Zamrzla</i>
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CERTIFICATE OF LIABILITY INSURANCE

OP ID: DD

DATE (MM/DD/YYYY)

07/16/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Copple Insurance Agency, Inc. P.O. Box 83405 Lincoln, NE 68501- Colten Zamrzla, CPCU	CONTACT NAME: Colten Zamrzla, CPCU PHONE (A/C, No, Ext): 402-475-3213 FAX (A/C, No):	
	E-MAIL ADDRESS: PRODUCER CUSTOMER ID #: PRAIR-1	
INSURED Prairie Pines Partners Ltd Lisa Sutton PO Box 5043 Lincoln, NE 68505	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Cincinnati Insurance Company	10677
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	


COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURER	SUBROGATION	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	X		ECP0384128	04/14/2019	04/14/2020	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
A	AUTOMOBILE LIABILITY	X		EBA0384128	04/14/2019	04/14/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (PER ACCIDENT) \$
A	<input checked="" type="checkbox"/> HIRED AUTOS			EBA0384128	04/14/2019	04/14/2020	\$
A	<input checked="" type="checkbox"/> NON-OWNED AUTOS			EBA0384128	04/14/2019	04/14/2020	\$
							\$
	<input checked="" type="checkbox"/> UMBRELLA LIAB	X		ECP0384128	04/14/2019	04/14/2020	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> EXCESS LIAB						AGGREGATE \$ 1,000,000
	<input checked="" type="checkbox"/> DEDUCTIBLE						\$
	RETENTION \$ None						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			EWC0391639-01	06/13/2019	06/13/2020	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				E.L. EACH ACCIDENT \$ 100,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 100,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 City of Lincoln and/or Lancaster County and/or City of Lincoln/Lancaster County Public Building Commission are listed as additionally insured.

CERTIFICATE HOLDER**CANCELLATION**

City of Lincoln &/or Lancaster County 555 South 10th Street Lincoln, NE 68508	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 
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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED - DESIGNATED PERSON
OR ORGANIZATION (VICARIOUS LIABILITY)**

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART
SCHEDULE**

Name of Person or Organization (Additional Insured):

LANCASTER COUNTY
555 S 10TH ST RM 108
LINCOLN, NE 68508-2803

A. SECTION II - WHO IS AN INSURED is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability caused by your acts or omissions.

B. SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS, 5. Other Insurance is amended to add the following:

Any insurance provided by this endorsement shall be primary to any other insurance available to the additional insured(s) shown in the Schedule except:

- a. As otherwise provided in **SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS, 5. Other Insurance**; or
- b. For any other valid and collectible insurance available to the additional insured as an additional insured by attachment of an endorsement to another insurance policy that is written on an excess basis. In such case, the coverage provided under this endorsement shall also be excess.

Office of the Sheriff Lancaster County

Terry T. Wagner
Sheriff

Todd Duncan
Chief Deputy

575 S. 10th Street, Lincoln, Nebraska 68508-2869
Phone (402) 441-6500 Fax (402) 441-8320



July 17, 2019

Ms. Monet McCullen
Lancaster County Clerk's Office
County-City Building
Lincoln, NE 68508

Re: Special Events Permits from Mary Noel with Prairie Pines Partners/Lincoln Track Club

Dear Ms. McCullen:

This letter is regarding a request for a Special Events Permit from Mary Noel with Prairie Pines Partners/Lincoln Track Club for an event named "Run for the Pines". The applicant is requesting approval to close N. 112th Street, Lincoln, Lancaster County on August 10th, 2019 from 6:00 pm to 7:00 pm between Havelock Avenue and Adams Street. The closure would be to allow runners to run approximately $\frac{3}{4}$ of a mile from the Prairie Pines Nature Preserve, 3100 N. 112th Street, Lincoln, Lancaster County, Nebraska to the Murdock Trail. The runners will then continue on the Murdock Trail for a total of a 4 mile run. The applicant expects approximately 200 participants.

In examining the application the Lancaster County Sheriff's Office has concerns with the closure of N. 112th Street as it is a steadily traveled gravel road in Lancaster County unless applicant follows all of the suggestions set forth by the Lancaster County Engineering Department. In researching this application it was discovered that during a traffic count completed in 2018 a total of approximately 339 vehicles travel that road daily, which is a significant number of vehicles on a county gravel road. North 112th Street is a through county road in that area that accesses two state highways, Highway 6 and Highway 34. If road closure is approved the applicant shall use approved signage and comply with the detour plan set forth by the Lancaster County Engineering Department. The closure shall be in compliance with all regulations and traffic control plans at the expense of the applicant or sponsor of the event.

Sincerely,

Terry T. Wagner
Lancaster County Sheriff

Monet J. McCullen

From: Tom J. Cajka
Sent: Wednesday, July 17, 2019 8:41 AM
To: Monet J. McCullen
Subject: RE: Special Events Permit

No objection from Planning

Tom Cajka, Planner II
County Planner
Lincoln-Lancaster County Planning
402-441-5662

From: Monet J. McCullen
Sent: Tuesday, July 16, 2019 2:48 PM
To: Tom J. Cajka <tcajka@lincoln.ne.gov>; Ken D. Schroeder <kschroeder@lancaster.ne.gov>; Amy L. Shandera <AShandera@lancaster.ne.gov>
Subject: FW: Special Events Permit

Hello,
This is an updated application that specifies the road will be closed.

Amy,
How does this one look?

From: Mary Noel <mhillis@huskers.unl.edu>
Sent: Tuesday, July 16, 2019 2:26 PM
To: Monet J. McCullen <MMcCullen@lancaster.ne.gov>
Cc: enoel3 <enoel@huskers.unl.edu>
Subject: Re: Special Events Permit

Monet,

Here is the modified document and insurance document. I would like to highlight the road closure map that was attached in the original email, how do I better express a road closure for 112th? I will forward you the correct insurance document once it is sent to me.

Mary
--
Mary Noel
National Drought Mitigation Center
School of Natural Resources
University of Nebraska- Lincoln

From: "Monet J. McCullen" <MMcCullen@lancaster.ne.gov>
Date: Tuesday, July 16, 2019 at 1:11 PM
To: Mary Noel <mhillis@huskers.unl.edu>
Subject: RE: Special Events Permit

LANCASTER
COUNTY

Pamela L. Dingman, P.E.
County Engineer

ENGINEERING

Kenneth D. Schroeder, R.L.S.
Deputy County Surveyor

DEPARTMENT

DATE: July 22, 2019

TO: Monet McCullen
County Clerk's Office

FROM: Ken Schroeder
County Surveyor



SUBJECT: AMUSEMENT LICENSE (ROUTE MODIFICATON) RUN FOUR THE PINES
PRAIRIE PINES NATURE PRESERVE – 3100 NORTH 112TH STREET, LINCOLN, NE
SATURDAY, AUGUST 10, 2019 FROM 6:00 P.M. TO 10:00 P.M.

Upon review, this office would offer the following comments regarding route modifications made to the previously submitted, June 18, 2019 approval for subject Prairie Pine event scheduled on August 10, 2019.

1. Applicant to provide onsite parking for attendees and event personnel. No parking will be allowed in adjacent County road right-of-way.
2. Request to close North 112th Street for this event will need the approval of the County Board of Commissioners. If approval is granted, applicant to comply with attached "Barricade & Detour Plan".

Note: Applicant to contact a barricade and sign company and is responsible for the installation and removal of barricades and warning signs as shown on attached Barricade & Sign Plan.

3. Applicant shall be responsible for any and all barricades and safety personnel that are needed for this even and the cleanup of any trash within County road right-of-way.
4. Suggest this application be reviewed by Lancaster County Sherriff's Office for safety precautions and by Lancaster County Attorney's Office for insurance compliance. Also, since this event is within Lincoln's 3 mile zoning jurisdiction, City of Lincoln Public Works Department should be notified.

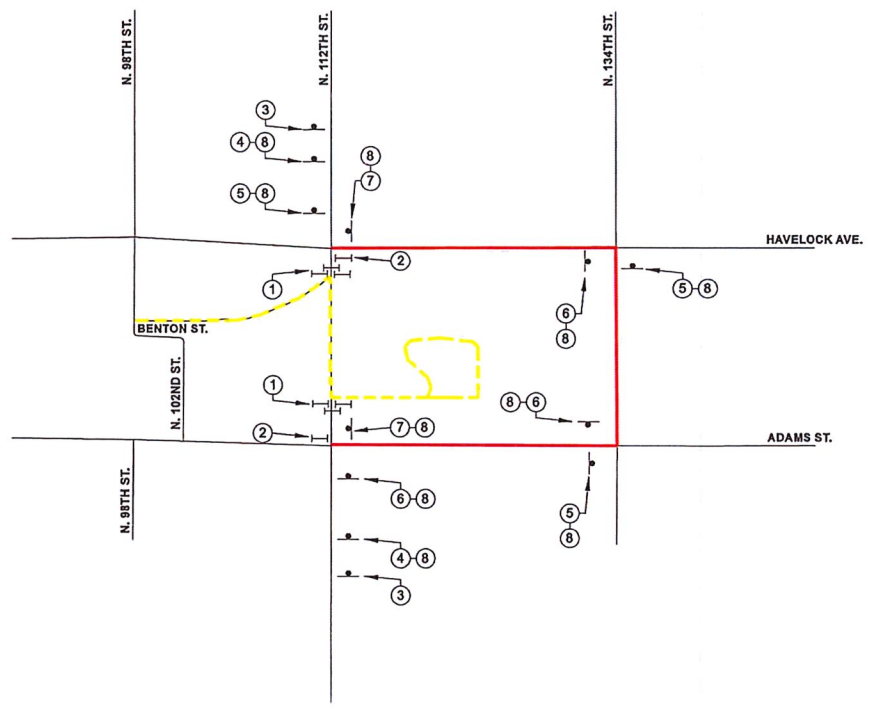
Attachments

Cc: Amy Shandera, Lancaster County Sheriff's Office
Jenifer Holloway, Lancaster County Attorney Office
Ron Bohaty, Road Maintenance Superintendent

KDS/bml

BARRICADE AND DETOUR PLAN

SITES: "RUN FOUR THE PINES" EVENT
AUGUST 10, 2019



LEGEND

- ① ROAD CLOSED (R11-2)
- ② ROAD CLOSED 500' AHEAD (W20-3b)
- ③ ROAD CLOSED AHEAD (W20-3a)
- ④ DETOUR AHEAD (W20-2a)
- ⑤ DETOUR "LEFT ARROW" (M4-9L)
- ⑥ DETOUR "RIGHT ARROW" (M4-9R)
- ⑦ END DETOUR (M4-8a)
- ⑧ *N. 112th St.* (**)**

- |— BARRICADE, TYPE III, WITH TYPE "A" LIGHT
- SIGN STAND OR SIGN MOUNTED ON WOOD POST
- **NON-STANDARD SIGNS PROVIDED BY COUNTY
- DETOUR
- - - COURSE

TRAFFIC CONTROL