

Kevin P. Watson
City Administrator

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The City of Vadnais Heights
800 East County Road E
Vadnais Heights, MN 55127

Memorandum:

TO: Mayor Krachmer and City Council Members

FROM: Kevin P. Watson, City Administrator

DATE: February 7, 2023

SUBJECT: Public Outdoor Permit for Midwest Multisport Races Half Fast Half Marathon on February 18, 2023

Requested Council Action

Staff recommend approval of the route and a Public Outdoor Event Permit for the Midwest Multisport Races Half Fast Half Marathon on Saturday, February 18, 2023.

Background

The Midwest Multisport Races submitted an application to the City to hold a Half marathon, 11k and 5k races on February 18, 2023 from 8:00 to 11:00 a.m. which will originate and end at the Vadnais Heights Elementary. Runners will run on the shoulders of the neighborhood streets and patrol officers will control the intersections. They are expecting about 150 people to participate in the event on Saturday, February 18, 2023.

Participants will be required to follow all safety rules and regulations of the event. Their application included a copy of the route map which is attached. The Fire Department has signed off on the application with the following conditions:

- Event barricades, participants, spectators shall not impede emergency vehicles or personnel. Emergency response vehicles and personnel shall have priority to travel as needed on indicated route.
- All trash, debris, signage etc. clean up shall be the responsibility of event organizers.
- Coordination with Ramsey County Sheriff's Department shall be in place prior to the event for all security and traffic control issues.

Attachments: Application and Map of the route

**POE-23-1****Public Outdoor Event Permit****Status:** Active**Date Created:** Jan 13, 2023**Applicant**

Judi Fluger
 judi@mnraces.com
 2370 County Road J, Suite 103
 White Bear Lake, MN 55110
 16514409625

Primary Location

3645 CENTERVILLE RD
 VADNAIS HEIGHTS, MN 55127-7122

Owner:

INDEPENDENT SCHOOL DIST 624
 4855 BLOOM AVE WHITE BEAR LAKE, MN 55110

Event Information**Name of Event**

Half Fast Half

Event Purpose & Description

Half marathon, 11k and 5k running races.

Beginning Date of Event

02/18/2023

Ending Date of Event

02/18/2023

No event shall occur before the hour of 7 AM or after the hour of 9 PM, unless otherwise approved by the City Council after consideration of the public health, safety, and welfare.

Time of Event

8:00am

Estimated # of Attendees

150

Will this event be held on public property, parks, or streets?

Yes

Applicants holding events on public property, parks, or streets must post a Surety Bond in the amount of \$1,000, or a cash payment of \$1,000 in lieu of the bond. Such bond or cash payment is conditioned upon compliance with state and local laws, ordinances, and the outdoor event permit. In the event the applicant violates any such conditions, either the bond will be payable to the city, or the cash payment will be forfeited to the city, in an amount equal to the city's costs and expenses related to such violation.

Which type of surety will you be posting?

Request for Waiver

Applicant Information**Business/Organization Name Hosting Event**

Midwest Multisport Races

City, State, Zip

White Bear Lake, MN 55110

Office E-mail

judi@mmraces.com

Event Coordinator's Cell Phone

6514701619

1st On-site Contact Cell Phone

6514701619

2nd On-site Contact Cell Phone

2183433849

Mailing Address

2370 County Rd J

Office Phone

6514409625

Event Coordinator's Name

Judi Fluger

1st On-site Contact Name

Judi Fluger

2nd On-site Contact Name

Nicole Verdugo

Event Details**Types & Level of Noise at Event**

None

Will you be serving alcoholic beverages?

No

Will you be serving food?

No

You must also apply for a temporary liquor license on a form provided by the State of Minnesota, and it must be approved by the City Council at least 30 days prior to the event. The hours of outdoor consumption shall be determined on the permit. The permit holder shall comply with all provisions of the City Code in regards to temporary liquor licenses. Contact our Deputy Clerk at 651-204-6011 for an application form.

Notes to Applicant**Agreement & Sworn Statement**




I hereby acknowledge that I have read the Vadnais Heights City Code pertaining to public outdoors events and understand the conditions set forth for holders of a Public Outdoor Event Permit. I certify that the public outdoor event will be conducted in accordance with the codes and ordinances adopted by the State of Minnesota, Ramsey County, and the City of Vadnais Heights. I further understand that failure to comply with the conditions of my Public Outdoor Event Permit, including payment of required fees, or conducting the event in such a way that creates a threat to the health, safety, or welfare of any individual or the general public, may result in the

Person Signing

Applicant

SignatureJudi Fluger
01/13/2023






Attachments

-  Course Maps.pdf
Uploaded by Judi Fluger on Jan 13, 2023 at 11:26 am
-  Safety Security Plan for Half Fast.docx
Uploaded by Judi Fluger on Jan 13, 2023 at 11:15 am
-  Gym Rental to Jon Anderson.pdf
Uploaded by Judi Fluger on Jan 13, 2023 at 11:29 am

History

Date	Activity
Jan 13, 2023 at 11:06 am	Judi Fluger started a draft of Record POE-23-1
Jan 13, 2023 at 11:08 am	Judi Fluger altered Record POE-23-1, changed ownerPhoneNo from "" to "6516532858"
Jan 13, 2023 at 11:30 am	Judi Fluger submitted Record POE-23-1
Jan 13, 2023 at 11:30 am	approval step Completeness Review was assigned to Peggy Aho on Record POE-23-1
Jan 13, 2023 at 12:28 pm	Peggy Aho approved approval step Completeness Review on Record POE-23-1
Jan 17, 2023 at 10:12 am	completed payment step Public Outdoor Event Fee on Record POE-23-1
Jan 17, 2023 at 10:12 am	approval step Fire Dept Review was assigned to Chris Hearden on Record POE-23-1
Jan 17, 2023 at 1:40 pm	Chris Hearden approved approval step Fire Dept Review on Record POE-23-1
Jan 17, 2023 at 1:40 pm	approval step City Council Approval was assigned to Peggy Aho on Record POE-23-1

Timeline

Label	Status	Activated	Completed	Assignee	Due Date
 Completeness Review	Complete	Jan 13, 2023 at 11:30 am	Jan 13, 2023 at 12:28 pm	Peggy Aho	-
 Public Outdoor Event Fee	Paid	Jan 13, 2023 at 12:28 pm	Jan 17, 2023 at 10:12 am	-	-
 Fire Dept Review	Complete	Jan 17, 2023 at 10:12 am	Jan 17, 2023 at 1:40 pm	Chris Hearden	-
 City Council Approval	Active	Jan 17, 2023 at 1:40 pm	-	Peggy Aho	-
 Permit Issuance	Inactive	-	-	-	-

