

FEB 29 2016

CITY OF TONKA BAY



CITY OF TONKA BAY
 4901 Manitou Road
 Tonka Bay MN 55331
 952-474-7994
www.cityoftonkabay.net

**SPECIAL EVENT
 PERMIT
 APPLICATION**

EVENT INFORMATION

Name of Event:	Mount Calvary VBS-Daycamp Outdoor Recreation
Type of Event (festival, athletic, etc.)	Athletic - large area games
Event Set Up Date:	Mon. June 20, 2016 Time: 8:00 a.m.
Actual Event Date(s):	June 20-23, 2016 Time: 8:00 a.m. - 1:30 p.m.
Event Clean Up Date:	Thurs. June 23 Time: Daily M-Th
Event Location:	Manitou Park Athletic Fields

If the event is held on private property, please include a written statement by the property owner that the applicant has permission to use their property

Estimated Attendance:	140 people in smaller groups between 9:30 a.m. and 1:30 p.m.
Schedule of Activities Attached?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
Site Plan Attached?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
<i>Required for all events with the exception of events on private property.</i>	
List any Road Closures (including partial lane closures) and the Time of Closing:	

If applicable, please attach a clear map showing the routes of the athletic event or parade.

APPLICANT INFORMATION

Sponsoring Organization Name:	Mount Calvary Lutheran Church
Primary Contact Person:	Brenda Lund
Address:	301 County Rd. 19 City: Excelsior Zip: 55331
Phone:	952/474-8893 Phone: 612/618-4999 E-mail: brenda.lund@mountcalvary.org
Event Planner Name:	Brenda Lund
Address:	301 County Rd. 19 City: Excelsior Zip: 55331
Phone:	above Phone: above E-mail: above
Name of Contact Person During Event:	Brenda Lund Cell Phone: 612-618-4999

Contact person must be present during the event and immediately available.

EVENT DETAILS

Is the event open to the public? No Yes

Will admission be charged? No Yes – amount per person \$

Will alcohol be at the event? No Yes – list contact person and phone number.

Contact Person: Phone:

Liquor License Holder: Phone:

Will food be prepared on site? No Yes – please contact Hennepin Co. Health Dept.

Will sound amplification be used? No Yes – hours and type:
Amplified sound requires on-site contact person. No amplified sound 10 pm to 7 am.

Contact Person: Cell Phone:

Are there events in the air? No Yes – describe:

Will there be canopies or tents? No Yes – number of canopies and tents:

Date Installed: *See note about climbing wall.* Date removed:

Will you provide sanitary facilities? No Yes – number of sanitary facilities:

Date Installed: Date removed:

Will a stage be set up? No Yes – dimensions:

Will there be temporary fencing? No Yes – material:

Location(s) of temporary fencing:

Will barricade(s) be needed? No Yes – number needed:

Describe power needs and location(s) of power source: *Climbing walls hrs. → 8:30am - 1:30pm*

*** No power needs - but we are planning to have Three River's Park District bring in a Climbing Wall on Wed. June 22, 2016. They carry liability insurance and provide 2-3 trained attendants for the activity.

*** The climbing wall is built onto a trailer which will remain on the asphalt adjacent to a grassy area just off the parking area. The actual wall will then be positioned over grass.

Describe trash removal, recycling and cleanup plan during and after event (including advertising):

Our camp participants and counselors will clean up daily before they go back to the church.

Describe parking arrangements for the event and traffic plan:

We will use a First Student bus & driver to transport groups of 30-50 kids/counselors back and forth from our church campus.

This permit is not transferable, not refundable, and is not valid for any other date or purpose than specified above. An approved copy of this permit must be available for inspection during the period of use.

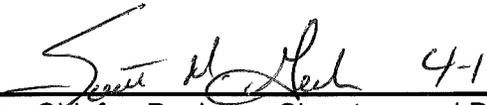
I agree to abide by all applicable City Ordinances regulating special events and the use of public parks. I agree to indemnify and hold the City of Tonka Bay harmless for any personal injury claims resulting from our use of public property or organized public event. I agree to pay for any damage done to public property as a result of our organization's use of public property that exceeds the damage deposit.

Please Note: Applications and other materials (map, race route, etc.) submitted for Council approval will be considered final once it becomes part of the Council's packet. Please be sure all information on the application is correct.

Print Your Name: Brenda K. Lund

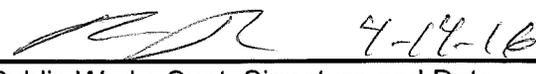
Signature:  Date: 2-23-16

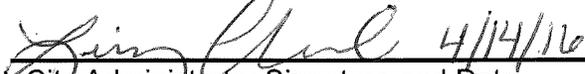

Police Chief or Designee Signature and Date

 4-19-16
Fire Chief or Designee Signature and Date

I have reviewed the application and have the following comments and conditions:

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 4-14-16
Public Works Supt. Signature and Date

 4/14/16
City Administrator Signature and Date

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Permit Level and Description <i>A Separate Application is Required for Each Event</i>	Application Deadline	Authorization Required			Local Fee Per Event	Non Local Fee Per Event	Fee
		City Council	EFD	SLMPD			
Events on City Property <ul style="list-style-type: none"> Over 75 participants & spectators 5-10 hour event that does not leave anything on City property overnight (30 day application deadline) One-day event or events that are multiple days that do not leave anything on City property overnight Multiple day event that keeps apparatus on City property overnight Road closures/traffic control may be required Pre-event meeting may be required 	60 days	Yes	Yes	Yes	\$75	\$150	+tax
Athletic Event that Uses Streets or City Parking Lot <ul style="list-style-type: none"> Pre-event meeting required 	30 days	Yes	Yes	Yes	\$200	\$400	
Parade	60 days	Yes	Yes	Yes	\$30	\$60	
Temporary Liquor License on Private Property	30 days	Yes	No	Yes	\$100	n/a	
Temporary Liquor License on Public Property <ul style="list-style-type: none"> Requires applicable liquor licenses Requires a minimum of one SLMPD police officer (separate fee) 	60 days	Yes	No	Yes	\$300	\$600	
Damage Deposit	\$300 (\$1,000 for Manitou Park events)						

Permit Fee of \$25 per event for all Minnetonka School District events.

TOTAL FEE \$ 75.00

SALES TAX
(7.275%) \$

AMOUNT DUE
(including \$100 late fee if applicable) \$ 75.00

tax exempt

RECEIVED

FEB 29 2016

CITY OF TONKA BAY

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Daycamp Schedule 2016

	<u>Grades 1, 2, & 3Boys</u>	<u>Grades 3Girls, 4, & 5</u>
Homebase	<i>Gr. 1&2 (Rm 200/202) Gr. 3 Boys(Rm 204)</i>	<i>Gr.3 Girls & Gr.4 (Rm207) Gr. 5 (Rm 214)</i>
9:00 – 9:15	Arrival	Arrival
9:15 – 9:45	Worship	Worship
9:45 – 10:30	Outside Games Leave MC-9:45 Back to MC-10:30	Bible Time
VBS Lg. grp (Sanc.) 10:30 – 10:45	Snack Time	Snack Time
10:45 - 11:30	Bible Time	Arts & Crafts
11:30 - Noon	LUNCH	LUNCH
12:00 - 12:45	Arts & Crafts	Outside Games Leave MC - 11:55 Games/Exc. Elem
12:45 - 1:15	Homebase Time	Leave Exc. Elem. 12:40 Homebase Time
1:15 - 1:45	Campfire	Campfire
1:45	Prep for pickup	Prep for pickup
2:00	Pick-ups	Pick-ups



THREE RIVERS PARK DISTRICT CLIMBING TOWER Waiver Of Liability

Warning: This agreement is legally binding. By signing it, you give up your right to recover compensation, through the courts or otherwise, for any personal injuries, damage to your property or from your death, arising out of your use of the Three Rivers Park District Climbing Tower or your participation in classes, clinics or activities sponsored by the Three Rivers Park District. You will be releasing from Liability the owners, operators, staff, employees and any volunteers of the Park District Climbing Tower. You will also be releasing any persons who have designed, engineered, manufactured or installed the Park District Climbing Tower. This release is binding even if the released persons have contributed to your injuries or death through their individual or collective negligence. This agreement also requires you to indemnify and hold harmless the persons released from any losses, liabilities, damages and costs.

Assumption and Acknowledgment of Risk

I, the undersigned, acknowledge and agree that the use of the facilities, climbing tower or equipment of the Three Rivers Park District Climbing Tower and the taking of classes, clinics or participating in the activities sponsored by the Three Rivers Park District has inherent risks. Those risks include but are not limited to:

1. Injuries resulting from the NEGLIGENCE of the owners, operators, staff, employees and any volunteers who may be present at the Park District Climbing Tower, or the NEGLIGENCE of the designers, engineers, manufacturers or installers of the facilities, climbing tower, or equipment of the Park District Climbing Tower, or the NEGLIGENCE of the Park District.
2. Injuries or death resulting from the failure or negligent misuse of the facilities, climbing tower or equipment of the Park District Climbing Tower facility.
3. Injuries resulting from slips, trips or falls while using the facilities, climbing tower or equipment of the Park District Climbing Tower facility, including but not limited to injuries incurred while using the climbing tower
4. Injuries resulting from the fall of other persons who may come into contact with me or from any falls in which I come into contact with other persons.
5. Injuries that occur from the NEGLIGENCE or lack of adequate training of those persons at the Park District Climbing Tower facility who seek to assist with medical or other help either before or after injuries have occurred.

Should I use my own equipment, I agree to indemnify and hold harmless the Park District for any injury caused to others as well as myself.

I am aware of these and numerous other inherent risks in using the Park District Climbing Tower facility. I assume complete responsibility for those risks and for the injuries that may occur as a result of those risks even if injuries occur in a manner that is not foreseeable at the time I sign this agreement. I realize that by voluntarily assuming the risks involved, I will be solely responsible for any loss or damage that I sustain, including personal injuries to me, damage to my property or damages arising out of my death.

In consideration of my observing or using the Park District Climbing Tower and/or in consideration of my participation in the classes, clinics, competitions or activities sponsored by the Park District, I

hereby agree to release from all liability, discharge and promise not to sue the Park District _ or any member, owner, employee, staff or volunteer or any other climber, visitor or person present in or using the climbing tower or equipment of the Park District_ or the designers, engineers, manufacturers or installers of the Park District Climbing Tower facilities or equipment.

This agreement releases the aforementioned persons from any liability to me, my heirs or next of kin, assigns or personal representatives, from any losses or damage or claims or demands arising out of my personal injuries, damage to my property or from my death.

I understand that I am releasing the aforementioned persons from all liability even if their individual or collective negligence contributes to or causes my personal injuries, damage to my property or my death.

If any provision of this agreement is held invalid, said invalidity shall not affect other provisions of this agreement which can be given effect without the invalid provisions, and to this end the provisions of this agreement are severable.

INDEMNIFICATION AGREEMENT

In consideration of my observing or using the facilities, climbing tower or equipment of the Park District Climbing Tower facility and/or in consideration of my participating in the classes and activities sponsored by the Park District Climbing Tower, I agree to indemnify and hold harmless the persons released and discharged by me from any loss, liability, damages or cost that they may incur due to the presence of any claims or actions against or by me, my heirs, next of kin, assigns or personal representatives, arising out of my observing or using the facilities, climbing tower and/or equipment of the Park District Climbing Tower facility or arising out of my participating in the classes, clinics or activities of the Park District Climbing Tower facility, or in the case of a minor child for whom I am responsible, any claim or action arising out of the minor child's use of the facility and/or participation in the referred to above classes, clinics or activities.

I HAVE READ THIS AGREEMENT, INCLUDING BUT NOT LIMITED TO THE WAIVER OF LIABILITY AND ASSUMPTION AND ACKNOWLEDGMENT OF RISK SET FORTH ABOVE, THOROUGHLY AND UNDERSTAND THE TERMS. NO ORAL REPRESENTATIONS OR STATEMENTS OR INDUCEMENTS HAVE BEEN MADE TO ME THAT CHANGE, ALTER OR MODIFY ANYTHING WITHIN THIS WRITTEN AGREEMENT. I AGREE TO SAID TERMS. THIS DOCUMENT IS A LEGALLY BINDING CONTRACT WHICH SUPERSEDES ANY OTHER AGREEMENTS OR REPRESENTATIONS BY OR BETWEEN THE PARTIES AND WHICH IS INTENDED TO PROVIDE A COMPREHENSIVE RELEASE OF LIABILITY, BUT IT IS NOT INTENDED TO ASSERT ANY CLAIMS OR DEFENSES WHICH ARE PROHIBITED BY LAW. THIS AGREEMENT IS GOVERNED BY THE APPROPRIATE LAWS OF THE STATE OF MINNESOTA.

IF ANY OR PART OF THIS IS DETERMINED TO BE UNENFORCEABLE, ALL OTHER PARTS SHALL BE GIVEN FULL FORCE AND EFFECT.

Dates

Signature

Print Name

I AM THE PARENT OR GUARDIAN OF THE MINOR
AND I AM SIGNING THE RELEASE ON BEHALF OF THE MINOR.

Dated

Parent/Guardian Signature

