

January 19, 2011

City of Billings  
Public Works  
510 N. Broadway  
Billings, MT 59101

Dear City of Billings:

I am pleased to submit the enclosed application for the Right-of-Way Special Activity Permit.

Attached you will find:

- a) Completed application
- b) Map – outlining walk routes – 5K and 1 mile
- c) Certificate of Insurance

Hope 2 One Life is the lead organizer and sponsor of World Water Day – Billings, March 19, 2011. St. Vincent Healthcare Foundation is the presenting sponsor. The 4th annual Billings, Walk for Water will raise awareness of the world water and sanitation crisis during the international day of observance designated by the UN and will join cities across the country and nations throughout the world.

The event will begin with registration at 8:30 am. The 5k and 1 mile walks will begin at 9:00 am from the MSU-Billings campus, Student Union lower level. Following the walk, participants will view sustainable water project demonstrations and international water-mission booths.

Please note on the enclosed map, participants(walkers) will not cross N. 27<sup>th</sup>, instead they will utilize the tunnel which runs underneath N. 27<sup>th</sup>. The steering committee will hire the City Police to monitor Virginia Lane.

This is Billings's 4th annual event at the same location and walk routes without any concerns or complaints/injuries filed and was in compliance with all city requests.

Please feel free to contact me at 406-861-3166 or [nadine.hart@gmail.com](mailto:nadine.hart@gmail.com) if you have an further questions or concerns.

Thank you for reviewing this application.

Sincerely,

A handwritten signature in black ink that reads "Nadine M. Hart". The signature is written in a cursive style.

Nadine M. Hart  
Chairman, Hope 2 One Life

Enclosure



City of Billings  
RIGHT-OF-WAY ACTIVITY  
PERMIT

Please check the type of activity you are applying for:

Parade  Run/Walk/Procession  Street/Alley Closure  Block Party

Submit this application with attachments to either the: Public Works office, 2224 Montana Ave., Billings, MT 59101 or Downtown Billings office, 2815 2nd Ave North, Billings, MT 59101. Application packet should be turned in at least 60 days prior to the date of the proposed event for approval.

PERSON MAKING APPLICATION Nadine Hart

ORGANIZATION MAKING APPLICATION Hope 2 One Life, Inc.

PHONE 406-861-3166

ADDRESS PO Box 21112 Billings MT 59104

EMAIL ADDRESS Nadine.hart@gmail.com

APPROXIMATE TIME EVENT WILL:

Assemble 7<sup>30</sup> am Start 9<sup>am</sup> Disband 12<sup>30</sup> - 1 pm

DATE OF EVENT March 19, 2011

PURPOSE/DESCRIPTION OF EVENT: (Description and detail of the event.)

To raise awareness of the global water crisis on World Water Day, an international day of observance, as more than 1.1 billion people lack access to clean water and more than 2 billion lack access to sanitation. Women and children walk miles each day to clean water leading to widespread poverty. Participants will "walk for water" - either 1 mile or 5K. Afterwards, booths, demonstrations and presentations will occur. No charge to attend event

EVENT ROUTE DESIRED (IF APPLICABLE): (Please attach map.)

See attached map. 5K and 1 mile walk route originating on MSU-B campus and returning to MSU B. This is the same route as the previous 3 years the event was held. City Police will be hired to monitor Virginia Lane. Notices to houses along the walk route will be delivered 2 weeks prior to event.

BLOCK PARTY STREET LOCATION (IF APPLICABLE):

N/A

CLEAN UP IMPLEMENTATION: (Company contracted or services you will provide)

Volunteers will pick up any trash discarded by walkers on the walk route. All other activities will take place @ MSU B. The committee will handle all clean up.

**CERTIFICATION OF INSURANCE WHICH MUST SHOW:** (1) The limits of liability coverage for the period of this agreement as a minimum of \$750,000 per claim/ \$1.5 million per occurrence general liability, and (2) the City of Billings named on the Certificate of Insurance as the additional insured. (Refer to the sample insurance copy. Please note a certificate of insurance is not required for Block Parties)

**NOTICE:** ANY MARKINGS (NO PAINT ALLOWED) TO BE PLACED ON PUBLIC RIGHT-OF-WAY MUST BE APPROVED BY THE CITY TRAFFIC/ENGINEERING DEPARTMENT PRIOR TO PLACEMENT, BE ENVIRONMENTALLY SAFE, AND NOT CONFLICT WITH EXISTING MARKINGS.

**FOR DOWNTOWN EVENTS:** YOU OR THE ORGANIZATION YOU REPRESENT MUST "ASSIGN" THE FIRST TWO BLOCKS OF THE DOWNTOWN EVENT ROUTE FOR NO PARKING TWO HOURS PRIOR TO YOUR EVENT USING THE ROUTE SIGNS PROVIDED BY THE CITY. IT IS YOUR RESPONSIBILITY TO PROVIDE THE APPROPRIATE BARRICADES FOR THE STREET CLOSURE.

IF USING THE ESTABLISHED EVENT ROUTE, THE CITY WILL PROVIDE TWO POLICE OFFICERS WITH VEHICLES TO START THE EVENT, AND A STREET SWEEPER, IF NECESSARY, TO FOLLOW THE EVENT.

**COORDINATOR OF EVENTS AT WHICH ALCOHOL WILL BE CONSUMED IN PUBLIC RIGHT-OF-WAY ARE REQUIRED TO OBTAIN AN OPEN-CONTAINER PERMIT FROM THE POLICE DEPARTMENT**

**UPON SIGNING OF THIS APPLICATION, THE APPLICANT AGREES NOT TO VIOLATE ANY STATE OR CITY CODES IN THE PRESENTATION OF THE REQUESTED SPECIAL ACTIVITY.**

In consideration for permission to conduct its activity as requested, applicant agrees to indemnify, defend and hold harmless the City of Billings, its officers, agents, employees and volunteers from damage to property and for injury to or death of any person and from all liability claims, actions or judgments which may arise from the activity.

Applicants also agree to obtain valid "save or hold harmless agreements" from all participants in its activity, protecting the City of Billings from all losses arising out of its activity, including damages of any kind or nature.

APPLICANT SIGNATURE *Rae M Hart* DATE 12/31/2010

APPLICATION APPROVED \_\_\_\_\_ DATE \_\_\_\_\_

APPLICATION DENIED \_\_\_\_\_ DATE \_\_\_\_\_

ADDITIONAL RESTRICTIONS OR SPECIAL CONDITIONS: YES [ ] NO [ ]  
(IF YES, ATTACH COPY)

**FOR CITY USE ONLY**

FEE: \_\_\_\_\_  
APPLICANT NOTIFIED BY: \_\_\_\_\_  
DATE: \_\_\_\_\_

- COPIES TO:**  
CITY ADMINISTRATOR  
DEPUTY CITY ADMINISTRATOR  
POLICE CHIEF  
FIRE CHIEF  
FIRE MARSHALL  
MET TRANSIT MANAGER  
STREET/TRAFFIC SUPERINTENDANT  
TRAFFIC ENGINEER  
PRPL DIRECTOR  
PARKING SUPERVISOR  
CITY ATTORNEY

# ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
1/10/2011

<b>PRODUCER</b> Hoiness LaBar Insurance A Member of Payne Financial Group P.O. Box 30638 Billings, MT 59107-0638	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.	
	<b>INSURERS AFFORDING COVERAGE</b>	<b>NAIC #</b>
<b>INSURED</b> City Of Billings %Human Resources Dept P.O. Box 1178 Billings, MT 59104	INSURER A: Penn-American Insurance Co.	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

**COVERAGES**

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.


INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A		<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> PD Ded:250 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	PAC6784202	04/01/10	04/01/11	EACH OCCURRENCE	\$2,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$100,000
						MED EXP (Any one person)	\$5,000
						PERSONAL & ADV INJURY	\$2,000,000
						GENERAL AGGREGATE	\$2,000,000
						PRODUCTS - COMP/OP AGG	\$2,000,000
		<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident)	\$
						BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
		<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT	\$
						OTHER THAN AUTO ONLY: EA ACC	\$
						AGG	\$
		<b>EXCESS/UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE	\$
						AGGREGATE	\$
							\$
							\$
							\$
		<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS	OTH-ER
						E.L. EACH ACCIDENT	\$
						E.L. DISEASE - EA EMPLOYEE	\$
						E.L. DISEASE - POLICY LIMIT	\$
		OTHER					

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS**

Holder is Additional Insured for the Billings 4th Annual World Water Day - Walk for Water to be held at MSU Billings on 3/19/11.

**CERTIFICATE HOLDER**

**CANCELLATION 10 Days for Non-Payment**

Hope 2 One Life, Inc. Attn: Nadine Hart, Chairman PO Box 21112 Billings, MT 59104	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL <u>30</u> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE 
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## **IMPORTANT**

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

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).

## **DISCLAIMER**

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

# World Water Day Map

## March 19th, 2011

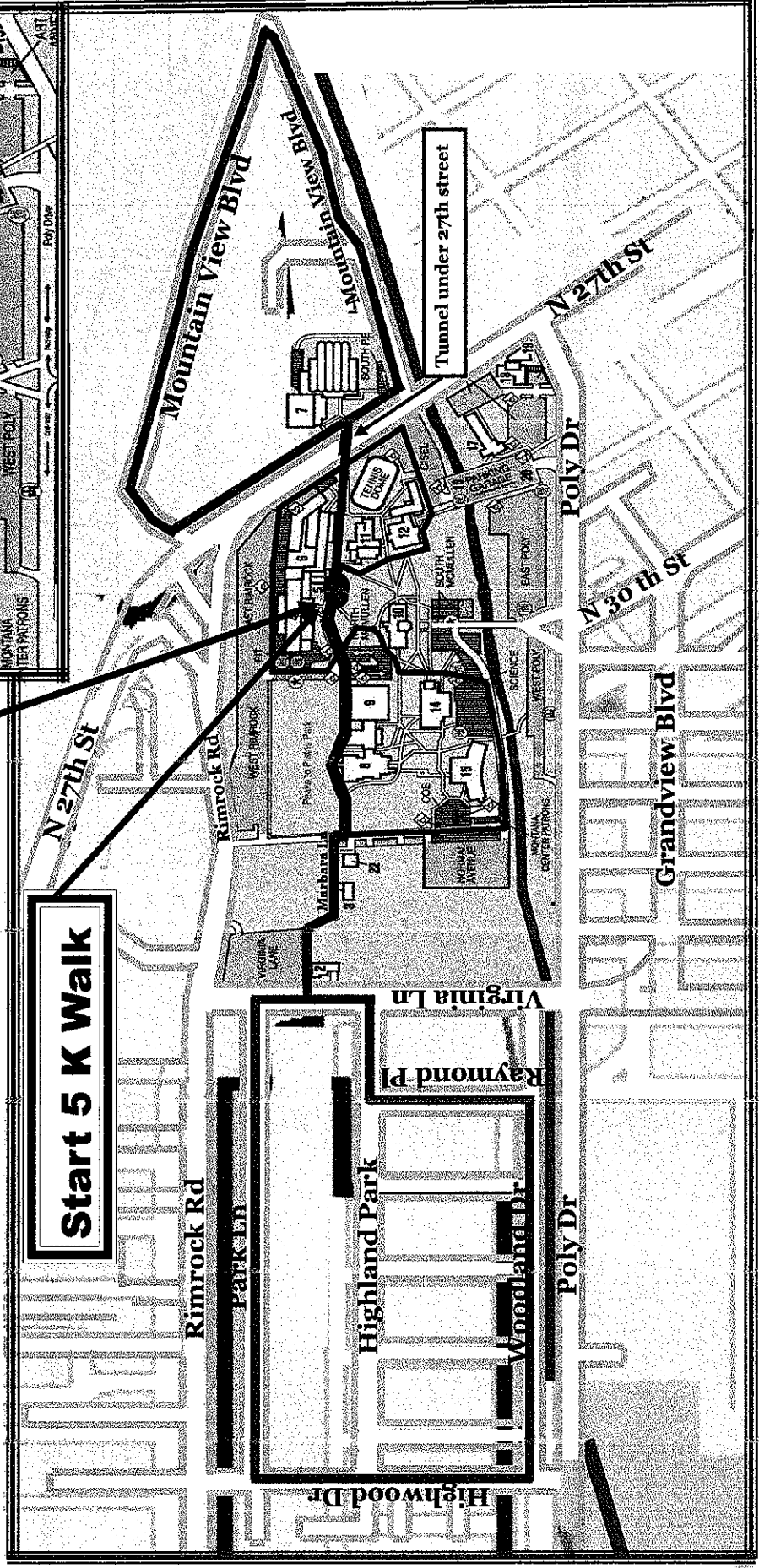
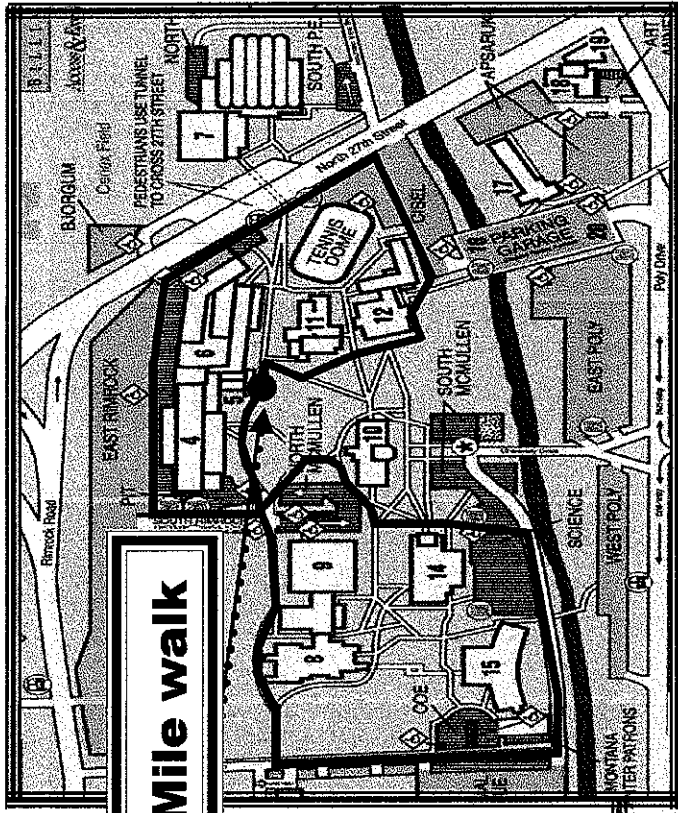
9:00 - 12:00 MSU-Billings



St. Vincent Healthcare  
Foundation

Start 1 Mile walk

Start 5 K Walk



Tunnel under 27th street

Mountain View Blvd

N 27th St

N 30th St

Grandview Blvd

Poly Dr

Rimrock Rd

Park Ln

Highland Park

Wendland Dr

Raymond Pl

Virginia Ln

Highwood Dr

N 27th St

Rimrock Rd

West Rimrock

Plaza by Plaza Park

Marbana Ln

North Avenue

Montana Center Park

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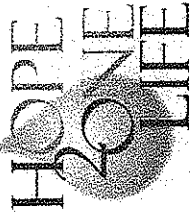
East Poly

South Mcullen</

# World Water Day Map

## March 20, 2010

### 9:00 - 12:00 MSU-Billings



**St. Vincent Healthcare  
Foundation**



**Start 1 Mile walk**

**Start 5 K Walk**

