



## PUBLIC ROAD EVENT PERMIT APPLICATION CHECKLIST

- Complete the Public Road Event Permit Application and submit at least 60 days prior to the event. Applicant to sign at the lower right of the application.
- Include a Certificate of Liability Insurance (\$2,000,000 covering all claims per occurrence).
- Include Document of Additional Insured identifying Columbia County, Oregon. Further identify by including the following language: ***"Without prejudice to coverage otherwise existing herein, Columbia County and all other affected public agencies, the Board of County Commissioners and the board of other affected public agencies, their officers including the Columbia County Sheriff, agents and employees are included as additional insured under this policy as to any claims or claims for injury to person, including death, or damage to property, resulting from or growing out of the activities of the named insured, including all volunteers, under the permit issued by the county for (name of event) – sponsored by: (name of organization)."***
- Include Indemnity Agreement signed and dated by applicant in the lower left of the page.
- Include a map of the route and identify traffic control measures that will be used during the event.
- Include payment for the Permit (\$100 or \$300 depending on the number participating)
- If necessary, include payment for cost reimbursement – amount to be determined by County



**PUBLIC ROAD EVENT PERMIT APPLICATION**

Name of Event: Ralph Painter Memorial Run Application Date: 06/13/2025  
Sponsor: Ralph Painter Jr. Memorial Scholarship  
Type of Event: Walk/Run  
Purpose of Event: Fundraise for the Ralph Painter Jr. Memorial Scholarship Fund  
Date of Event: 08/02/2025 Beginning Time: 8:00 am  
Expected Number of Participants: 100 Ending Time: 11:00 am  
Location of Assembly Area(s): Rainier Hight School  
Assembly Beginning Time: 8:00am  
Number of Volunteers: 20 Number/Type of Support Vehicles: 2  
Name of Applicant: Ralph Painter Memorial Scholarship  
Address: P.O. Box 481, Scappoose, OR 97056  
Work Phone: (503) 577-2478 Home Phone: (503) 577-2478 E-mail: ralphpainterrun@gmail.com  
Contact Person (other than applicant): Julie Heuer  
Address: 56512 Hill Street, Warren, OR 97053  
Work Phone: (503) 577-2478 Home Phone: (503) 577-2478 Email: jheuer75@gmail.com  
Chair/Race Director (for athletic events): Angie Kneeland  
Address: 75365 Fern Hill Rd., Rainier, OR 97048  
Work Phone: (503) 410-1300 Home Phone: (503) 410-1300 Email: akneeland@hotmail.com  
Previous Experience: We have been holding this event annually since 2011.

**Route:** Submit a map with the route clearly drawn. Indicate starting point, direction and ending point. Also include plans for rest stops, first aid stations, support vehicles, etc.

**Fee:** Applicant must submit with completed application \$100 for small events (less than 300 participants) and \$300 for large events (300 or more participants).

By signing this application, sponsor agrees to all terms and conditions set forth in the Public Road Event Ordinance, and any special conditions listed in the Permit, if this application is accepted and a Permit is issued by the County.

Ralph Painter Jr. Memorial Scholarship  
Name of Sponsor:

  
Signature of Authorized Agent

**FOR COUNTY USE ONLY:**

Application Received: \_\_\_\_\_ Insurance Certificate Received: \_\_\_\_\_  
Application Fee Paid: \_\_\_\_\_ Indemnity Agreement Signed: \_\_\_\_\_  
Permit Issued: \_\_\_\_\_ Deposit Received: \_\_\_\_\_

Public Works Director or Designee: \_\_\_\_\_ Date: \_\_\_\_\_

# COLUMBIA COUNTY

Department of Public Works



ST. HELENS, OR 97051

1054 Oregon St.

Direct (503) 397-5090

Fax (503) 397-7215

publicworks@columbiacountyor.gov

## INDEMNITY AGREEMENT

In consideration of the issuance of a permit by Columbia County for the Public Road Event known as the Ralph Painter Memorial Run to be held on 08/02/2025, the undersigned sponsor/applicant for the event hereby agrees to indemnify, defend, save, and hold harmless Columbia County, its officers, agents and employees, and other affected public agencies, their officers, agents and employees (collectively, the "indemnitees") from all suits, actions, damages or claims to which the indemnitees may be subjected of any kind or nature whatsoever resulting from, caused by, and arising out of or as a consequence of such Public Road Event and the activities permitted in connection therewith.

Sponsor/applicant shall maintain commercial general liability and property damage insurance in an amount of not less than \$2 million per occurrence to protect indemnitees. Sponsor/applicant shall provide County a certificate or certificates of insurance in the amount described above, which names County, its officers, agents, and employees, and the affected public agencies, their officers, agents and employees as additional insureds. Such certificate or certificates shall be accompanied by an additional insured endorsement.

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUTY

Ralph Painter Jr. Memorial Scholarship

Agency

Signature of Authorized Agent

6/13/25

Date Signed

Chair

Date Signed

**RETURN TO:**

Columbia County Public Works

1054 Oregon Street

St. Helens, Oregon 97051

Phone | 503.397.5090

Fax | 503.397.7215

Email | [publicworks@columbiacountyor.gov](mailto:publicworks@columbiacountyor.gov)



## INSURANCE REQUIREMENTS

Before Columbia County can issue a permit for a public event, the sponsor must provide proof of public liability insurance, including property damage, covering all sponsor's activities, including volunteers, arising out of the event with a single limit policy of not less than \$2,000,000 covering all claims per occurrence.

The policy also shall bear the following endorsement:

"Without prejudice to coverage otherwise existing herein, Columbia County and all other affected public agencies, the Board of County Commissioners and the boards of other affected public agencies, their officers including the Columbia County Sheriff, agents and employees are included as additional insureds under this policy as to any claims or claims for injury to person, including death, or damage to property, resulting from or growing out of the activities of the named insured, including all volunteers, under the permit issued by the county for:

Ralph Painter Memorial Run

Name of Event

"It is understood and agreed that this policy shall not terminate or be canceled prior to the completion of the event without first giving 30 days written notice of intention to terminate or to cancel said policy to the county.

"Notwithstanding the naming of additional insureds, the said policy shall protect each insured in the same manner as though a separate policy had been issued to each; but nothing herein shall operate to increase the insurer's liability as set forth elsewhere in the policy beyond the amount or amounts for which the insurer would have been liable if only one person or interest had been named as insured."

A Certificate of evidence of such insurance, together with the above endorsement, shall be submitted to the County and shall be subject to the approval of the County Counsel on behalf of Columbia County as to the adequacy of protection.

SEND CERTIFICATE TO:  
Columbia County Public Works  
1054 Oregon Street  
St. Helens, Oregon 97051  
Phone | 503.397.5090  
Fax | 503.397.7215  
Email| [publicworks@columbiacountyor.gov](mailto:publicworks@columbiacountyor.gov)

THIS PAGE IS TO BE MADE A PART OF INSURANCE POLICY #

CZ26INGL001-02

GIVE THIS SHEET TO YOUR INSURANCE CARRIER.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **PRIMARY AND NONCONTRIBUTORY – OTHER INSURANCE CONDITION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
LIQUOR LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to the **Other Insurance** Condition and supersedes any provision to the contrary:

### **Primary And Noncontributory Insurance**

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

- (1) The additional insured is a Named Insured under such other insurance; and

- (2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.



**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**WAIVER OF TRANSFER OF RIGHTS OF RECOVERY  
AGAINST OTHERS TO US (WAIVER OF SUBROGATION)**

This endorsement modifies insurance provided under the following:

- COMMERCIAL GENERAL LIABILITY COVERAGE PART
- ELECTRONIC DATA LIABILITY COVERAGE PART
- LIQUOR LIABILITY COVERAGE PART
- POLLUTION LIABILITY COVERAGE PART DESIGNATED SITES
- POLLUTION LIABILITY LIMITED COVERAGE PART DESIGNATED SITES
- PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
- RAILROAD PROTECTIVE LIABILITY COVERAGE PART
- UNDERGROUND STORAGE TANK POLICY DESIGNATED TANKS

**SCHEDULE**

<p><b>Name Of Person(s) Or Organization(s):</b>          ANY PERSON OR ORGANIZATION FOR WHOM THE NAMED INSURED HAS AGREED BY WRITTEN CONTRACT TO FURNISH THIS WAIVER.</p>
---

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph 8. **Transfer Of Rights Of Recovery Against Others To Us** of Section IV – Conditions:

We waive any right of recovery against the person(s) or organization(s) shown in the Schedule above because of payments we make under this Coverage Part. Such waiver by us applies only to the extent that the insured has waived its right of recovery against such person(s) or organization(s) prior to loss. This endorsement applies only to the person(s) or organization(s) shown in the Schedule above.

## Course Description:

**5k:** Starts on Rainier High School Track. Participants run on track then out to Larson Rd. Volunteers with safety vests and paddles will direct runners on the corner of Larson and Meserve Rd. to ensure safety. Participants will take a right from Larson Rd. onto Parkdale Rd. There will be volunteers at this intersection with vests and paddles to ensure safety. Participants will take a left onto Meserve Rd. There will be volunteers at this intersection to ensure safety. Participants will finish the event by leaving Meserve Rd. and ending back at the Rainier High School Track.

**10k:** Starts on Rainier High School Track. Participants run on track then out to Larson Rd. Volunteers with safety vests and paddles will direct runners on the corner of Larson and Meserve Rd. to ensure safety. Participants will take a right from Larson Rd. onto Parkdale Rd. There will be volunteers at this intersection with vests and paddles to ensure safety. Participants will take a left onto Meserve Rd. There will be volunteers at this intersection to ensure safety. Participants will then enter the Rainier high school parking lot where a water station will be available. They will loop the lower parking lot of the Rainier High School lower parking lot and out to Meserve Rd. Runners will cross Meserve Rd with assistance of volunteers and run the top loop of the Rainier High School cross country course. Participants will cross Meserve Rd (with the assistance of volunteers) to the upper parking lot of the Rainier High School and run the lower loop of the high school cross country course which ends back at the Rainier High School Track.

