Goodhue County
Public Works

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TO: Honorable County Commissioners
Scott Arneson, County Administrator

FROM: Jess L. Greenwood, Public Works Director

RE: 2 June 2026 County Board Meeting – REGULAR AGENDA
Revisions to Event Permit to use Highway Right-of-Way for Special Events

Date: 28 May 2026

Summary
The Goodhue Community Fund has requested approval of reduced insurance policy limits for their Goodhue Udder Run event, which is part of Goodhue's annual Volksfest celebration. The event is proposed to be held on Saturday, June 13th, from 8:00 a.m. to 11:00 a.m. on CSAH 9.

Background
Goodhue County adopted an Event Permit application form on 15 Nov 2011, which allows the highway right-of-way (ROW) to be used for special events. This may be a use as minimal as shared use of the ROW for a bike race with signs and a water tent in the ROW, up to a full closure of the road for a large event like Volksfest. The Goodhue Udder Run is a shared ROW use event where no road closures or detours are needed.

When the Event Permit application form was adopted in 2011, the following insurance policy requirements were set:

- Policy must name Goodhue County as additional insured
- Minimum of $1,500,000 per occurrence general liability
- Minimum of $1,500,000 general aggregate
- Certificate of insurance must be in place 10 days prior to the event
- Insurance must remain in place until the event is complete and, in the case of road closure, the highway is reopened
- Insurer must provide notice to Goodhue County Public Works prior to any termination

Currently, Minn. Stat. § 466.04 sets the liability limit at $1,000,000 for any number of claims arising out of a single occurrence, if the claim involves a nonprofit organization engaged in or administering outdoor recreation activities operating under the authorization a permit issued by a municipality, and specifies that the total liability of the municipality on a claim against it and against its officers or employees arising out of a single occurrence shall not exceed the same limits.

MCIT has confirmed that $1,000,000 per occurrence and $2,000,000 general aggregate policy provided by the Goodhue Community Fund would be sufficient insurance for this type of event. However, Goodhue County does retain the right to require higher insurance limits for events approved to be held in the County ROW if deemed appropriate.

It is requested that the County Board determine if these lower limits would be considered acceptable for this event, and if so, consider revising Section 2 of the ROW Event Permit Special Provisions as follows, with the additional language in red text:

> "The Applicant agrees to obtain a Commercial General Liability insurance policy and have Goodhue County named as an additional insured on the policy. The Applicant shall hold Goodhue County harmless and indemnify Goodhue County from any and all claim demands and causes of action arising from permit holder's use of the County road including any attorney's fees and costs related thereto to the extent permitted by Minnesota Law. A Certificate of Insurance listing Goodhue County as additional insured on the Applicant's Commercial General Liability policy must be obtained prior to obstruction of the County road. The certificate must be in place 10 days prior to the event and provide minimum limits of $1,500,000 per occurrence and aggregate, unless alternative limits are provided for under Minnesota State Statute. The applicant shall not cancel the insurance until the event is complete, and the highway has been reopened. The insurer shall provide notice to the County Public Works Department prior to any termination."

Alternatives

- Approve the Goodhue Community Fund's Event Permit application with reduced insurance limits of $1,000,000 per occurrence and $2,000,000 general aggregate; and revise the ROW Event Permit Special Provisions as outlined above.
- Approve the Goodhue Community Fund's Event Permit application with reduced insurance limits of $1,000,000 per occurrence and $2,000,000 general aggregate; and do not revise the ROW Event Permit Special Provisions.
- Deny the Goodhue Community Fund's Event Permit application; and do not revise the ROW Event Permit Special Provisions.

Recommendation

It is the recommendation of staff to approve the Goodhue Community Fund's Event Permit application with reduced insurance limits and revise the ROW Event Permit Special Provisions as outlined above.