



SPECIAL EVENT PERMIT
CITY OF LONG LAKE
450 Virginia Avenue, PO Box 606
Long Lake, MN 55356
City Hall Phone / 952-473-6961

jlmoeller@longlakemn.gov

Permit applications **will not be considered complete** unless accompanied by required exhibits.

Date Paid: 7/24/26
☒ Check # 2925
☐ Credit Card
☐ Cash Receipt # _____

Date Issued _____

ATTENTION - Complete this permit application form and submit to City Hall **at least 45 days prior to the event start date**. Permit application must be accompanied by all required exhibits and the permit fee (see page 3 of this application) to be considered complete.

Event Name Corn Days 5K and Kids run

Describe Location or Area of City Where Event Will Take Place Run will start and finish at church of St. George, using city streets and parade route.

of Participants Expected to Attend Event 100

Describe Any Participation/Entry Fees to be Charged Race fees cover the costs of putting on the race, T-shirts, permits, refreshments and awards.

Event Dates/Times Proposed

** List all Event Dates/Times Below **			
Day of Week	Date	Start Time	End Time
Saturday	8/8/26	9:00	10:00

Event Type (CHECK ALL THAT APPLY)

☐ Parade ☐ Festival ☒ Run/Walk ☐ Sporting Event ☐ Block Party ☐ Private Party
☐ Other, Describe _____

Event Includes (CHECK ALL THAT APPLY)

☐ Liquor Service ☐ Food Service ☐ Bingo/Raffles ☐ Live Music ☐ Amplified Audio
☐ Animals ☒ Pedestrians/Runners ☐ Bicycles ☐ Floats ☐ Motor Vehicles, # Expected _____
☐ Other Vehicles, Explain _____
☐ Games, Amusement Devices or Carnival Equipment, Describe _____

Will parking for the event exceed on site parking facilities available?

☐ Yes, written permission from area property owners allowing use of their property for parking is attached.
☒ No

Who will be providing traffic control personnel? Gear Vest Volunteers

Who will be providing traffic control / delineation equipment (barricades, signs, traffic cones, no parking signs, etc.)?

Gear West

Street(s) to be Closed (A MAP SHOWING THE SPECIFIC ROUTE OR AREA TO BE CLOSED **MUST BE ATTACHED**)

No roads closed, runners are to stay on the shoulder, one lane of Brown Rd closed for 5min at the start.

Site Map and Detailed Description of Event Required

A DETAILED SITE MAP OF THE EVENT AREA AND DETAILED EVENT DESCRIPTION NARRATIVE **MUST BOTH BE ATTACHED TO THIS APPLICATION**. The Site Map should show locations of food and beverage vendors (noting controlled entry to any alcoholic beverage service areas), where activities will be taking place, and where any temporary infrastructure such as tents or bandstand facilities will be installed.

Insurance Carrier for Event

A Certificate of Insurance naming the City of Long Lake as an additional insured is **required to be submitted** at least 10 days prior to the event start date, unless otherwise noted in the permit conditions of approval. Amount of insurance required is \$1,000,000.

Name of Insurance Carrier West Bend Policy Number 15350

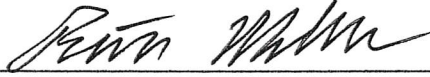
Chairperson, Event Manager, or Director (Person Responsible for Duties of Permit Holder)

Full Name Brian McCollor Daytime Phone 952-475-0377
Alternate Phone 651-757-7892 Email Address speedy@gearwest.com
Street Address 1786 W. Wayzata Blvd Suite B
City / State / Zip Long Lake, MN 55356

Organization Information

Organization Name Gear West
Mailing Address 1786 W. Wayzata Blvd Suite B
City / State / Zip Long Lake MN 55356
Phone 952-473-0377 Email Address speedy@gearwest.com

By signature below, applicant/event organizer agrees to abide by any and all conditions of Special Event Permit approval, if approved; and hereby agrees to indemnify, hold harmless, and exempt the City of Long Lake, its officers, employees, and agents from any and all claims, costs and liabilities, including reasonable attorneys' fees, in any way related to the applicant's Special Event as approved.

X Signature of Applicant  Date 7/19/2020

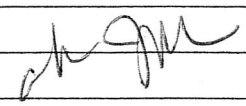
****** THIS SECTION TO BE COMPLETED BY CITY STAFF ONLY ******

APPLICATION SUBMITTED WAS - ☒ Complete With Exhibits ☐ Incomplete - Date Completed _____

Damage Deposit Submitted (IF APPLICABLE) - ☒ Not Applicable ☐ Amount = \$ _____ Check # _____

Review by Department Head or Designee

☐ Public Works Staff Initials _____ Date _____

☐ Fire Department Staff Initials  Date _____

☐ Police Department Staff Initials _____ Date _____

Staff Signature - Special Event Permit Issued By _____ (CITY CLERK OR AUTHORIZED DESIGNEE)

City Council Approval Date _____ Date of Issuance _____ PERMIT #S 2020-11

Conditions of Permit Approval

☒ Permit Conditions Detailed in Attached Letter Dated 7/28/2020

☐ Permit Conditions Listed Below:



July 28, 2026

Brian McCollor, Event Organizer
Gear West
1786 Wayzata Boulevard W, Suite B
Long Lake, MN 55356

RE: SPECIAL EVENT PERMIT CONDITIONS, PERMIT #S2026-11
Corn Days 5K Run/Walk
Saturday, August 8, 2026 (7:30 am to 10:30 am – 5K Starts at 9:00 am)

Dear Event Organizer(s):

Your application for a Special Event Permit for the Corn Days 5K Run/Walk is hereby approved, subject to the conditions listed below. The Wayzata Police Department and its officers, acting on behalf of the City of Long Lake, are empowered to revoke this Special Event Permit at any time for any safety concerns that are not immediately resolved by the permit holder or a representative of the permit holder. This revocation shall cause the immediate cancellation of the event originally authorized by this Permit.

- [] The Shoreline Fire Department and Wayzata Police Department, acting on behalf of the City of Long Lake, may impose additional conditions to this Permit by email correspondence of the Fire or Police Chief as needed.
- [] The event organizer is required to contact Wayzata Police Chief Jamie Baker or her designee at 952-404-5340 to arrange for Police assistance as needed during the event and to work with 5K event staff/volunteers.
- [] The event organizer is required to contact Public Works Director Sean Diercks at 320-582-7061 to arrange for temporary use of barricades if needed for the event.
- [] Any changes to the 5K route must be as agreed to in writing and approved by the Wayzata Police Chief or her designee prior to the event date, with a copy of the revised route map and Police approval provided to the City Clerk *by no later than Friday, August 7.*
- [] It is a condition of this Permit that the event organizer obtain any permits requested by the City of Orono for use of Orono facilities or roadways.

SPECIAL EVENT PERMIT CONDITIONS, PERMIT #S2026-11

Corn Days 5K Run/Walk / Saturday, August 8, 2026 (7:30 am to 10:30 am – 5K Starts at 9:00 am)

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- [] Event organizer will be responsible to assure volunteers/event staff wearing traffic safety vests are posted at intersections along the run route. Traffic control personnel must be provided to direct and assist participants at every intersection they will traverse. Traffic control personnel must utilize traffic safety vests and/or flags while at their posts.
- [] Event organizer(s) shall be responsible to provide directional signage along the race route for participants to follow. *Spray painting any markings on City streets is prohibited.*
- [] Cleanup of event related debris along the run route must be completed immediately following the event.
- [] Emergency medical services must be on standby for the race.

Please be advised that by acceptance of Special Event Permit #S2026-11, the permit holder, on behalf of any and all organizations and private persons, grants authority to operate under the Special Event Permit, and agrees to indemnify and hold harmless the City of Long Lake from all claims arising from said event. The permit holder, all organizations and private persons exercising authority under this Permit, do waive and release all claims against the City of Long Lake, its officers or employees for any damage to person or property arising from the exercise of privileges granted by this Permit and agrees to hold harmless the City of Long Lake, its employees and officers from any such claim.

Thank you in advance for your cooperation, and best wishes for a successful event.

Sincerely,

A handwritten signature in black ink, appearing to read 'J Moeller', with a stylized, cursive script.

Jeanette Moeller
City Clerk



AND CANDY CORN FUN RUN 1K

GEAR WEST

Join us for the Corn Days 5k and Candy Corn Fun Run 1K in conjunction with the annual Corn Days Festival by the Church of St. George on Saturday, August 8th. Come for the run, stay for the festival! Live music, performances, food, and fun await you after the finish line!

RACE DETAILS:

Saturday, August 8th, 2026

7:30am Race Day Registration + Number Pickup

9:00am Corn Days 5K Start

9:45am Candy Corn Kids' Fun Run 1K Start

10:00am Awards



MORE INFO + REGISTRATION

Corn Days 2026 Site Plan

We are going to start and finish at the Church of St. George. We will have two tables for registration and post-race refreshments in their parking lot. We will set up and take down everything on the morning of Saturday, August 8th. This is a small, low-key race; we will probably have about 100-150 runners in total. We will not obstruct traffic and we will have all corners controlled for the runners by Gear West volunteers. We have not had any issues in the previous iterations of this event.

The course will run north on Brown Rd to Orchard Ln, taking a right on Orchard Ln to Watertown Rd, right to Upper Lake Ln, right to Lakeview Ave, left back onto Watertown Rd, right to Neilson Ave, right to Inglewood Ave, left back to Watertown Rd, right to Willow Dr, right to Glendale Dr, right to Grand Ave, left to Inglewood St, left to Orchard Ln, right to Brown Rd, and take Brown Rd south to the finish.

All pre and post-race activities will take place in the parking lot of St. George's Church. We plan to set up between 7:30 and 8:00 and will be cleaned up by 10:30, just in time for the parade.



Corn Days "Town Course," start and finish at Church of St. George, on Brown road,