

STREET USE PERMIT APPLICATION

EVENT INFORMATION

Name of Event: 2019 USATF National Junior Olympic Cross Country Championships

Event Organizer/Sponsor: Scott Brinen Badger Track Club

Is Organizer/Sponsor a 501(c)3 non-profit agency?

☒ Yes ☐ No

MANDATORY: State Sales Tax Exemption Number:

ES#: _____

OPTIONAL: Federal Tax Exempt Number: _____

Address: 8418 Shale Drive

City/State/Zip: Madison Wi. 53719

Primary Contact: Scott Brinen

Work Phone: _____

Email: scottbrinen@gmail.com

Phone During Event: 6082204881

Website: www.badgertrackclub.com

FAX: _____

Secondary Contact: _____

Work Phone: _____

Email: _____

Phone During Event: _____

Annual Event?

☐ Yes ☒ No

Charitable Event?

☐ Yes ☒ No

If Yes, Name of charity to receive donations: _____

Estimated Attendance: 10,000

(CERTIFICATE OF INSURANCE MAY BE REQUIRED)

Public Amplification? (not allowed after 11 p.m.):

☐ Yes ☒ No

Hours: 7am to 5pm

EVENT CATEGORY

☒ Run/Walk

☐ Music/Concert

☐ Festival

☐ Rally

☐ Parking (i.e., bagging meters)

☐ Other: _____

LOCATION REQUESTED

☐ Capitol Square (note specific blocks below)

☐ State St. Mall/800 State Street

☐ 30 on the Square (aka top of 100 block of State Street)

☐ Other (specific blocks/streets requested below)

Street Names and Block Numbers: Yahara Hills Golf Course 6701 US-12, Madison, WI 53718

EVENT DATE(S)/SCHEDULE

Date(s) of Event: 12.13.2019 11am-5pm, 12.14.2019 7am-5pm

Rain Date (if any): NA

Set-Up Start Time: 6am 12.14.2019

Take-Down Start Time and End Times: 6pm 12.14.2019

TAKE-DOWN TIME: START TO STREETS REOPENED

Will sponsor apply for temporary class B license to serve or sell beer/wine for this event?

☐ Yes ☒ No

If class B license is denied, will the event(s) occur?

☐ Yes ☒ No

SB By initialing, I/we waive the 21-day decision requirement.

APPLICATION SIGNATURE

BY SIGNING THIS APPLICATION, THE "EVENT ORGANIZER/SPONSOR" LISTED ABOVE AGREES TO INDEMNIFY, DEFEND, AND HOLD THE CITY AND ITS OFFICERS, OFFICIALS, EMPLOYEES AND AGENTS HARMLESS AGAINST ALL CLAIMS, LIABILITY, LOSS, DAMAGE, OR EXPENSE INCURRED BY THE CITY ON ACCOUNT OF ANY INJURY TO OR DEATH OF ANY PERSON OR ANY DAMAGE TO PROPERTY CAUSED BY OR RESULTING FROM THE ACTIVITIES FOR WHICH THE PERMIT IS GRANTED.

Applicant Signature Scott Brinen

Date 10.9.2019



Park Event Application

NARRATIVE & SCHEDULE



Please provide a brief narrative of the event.

2019 USATF Junior Olympic National Cross Country Championships. 2019 National Paralympic Cross Country Championships. Youth athletes from all over the country (3,000-4,500) will be competing on the course as well as 100 or so physically and intellectually disabled Paralympic athletes (approx. 100). There will be 11 races broken down by gender and age group and one Paralympic Cross Country race at the end on Saturday December 14th. Each race will be staggered by 40-50 minutes (final schedule will come from the USATF National Office the week before) Historically the races start at 9am and finish at 4pm. 30 minutes after each race there will be awards.

EVENT SCHEDULE

The schedule begins when event setup starts and ends when cleanup of the event area is complete, all equipment is removed and the park is available for regular use.

The schedule should encompass all activities planned for the event, including but not limited to:

- General: set up, hours of operation, tear down/cleanup, leave park
- Vending: when vendors will set up, hours of operation, tear down/cleanup, leave park
- Music/Performances: stage setup, performance schedule, tears down/cleanup, leave park
- Displays, Exhibits, Demonstrations: setup, open hours, tear down, leave park
- Run/Walk/Parade, etc.: when staging starts, start time(s), end time(s), cleanup, leave park

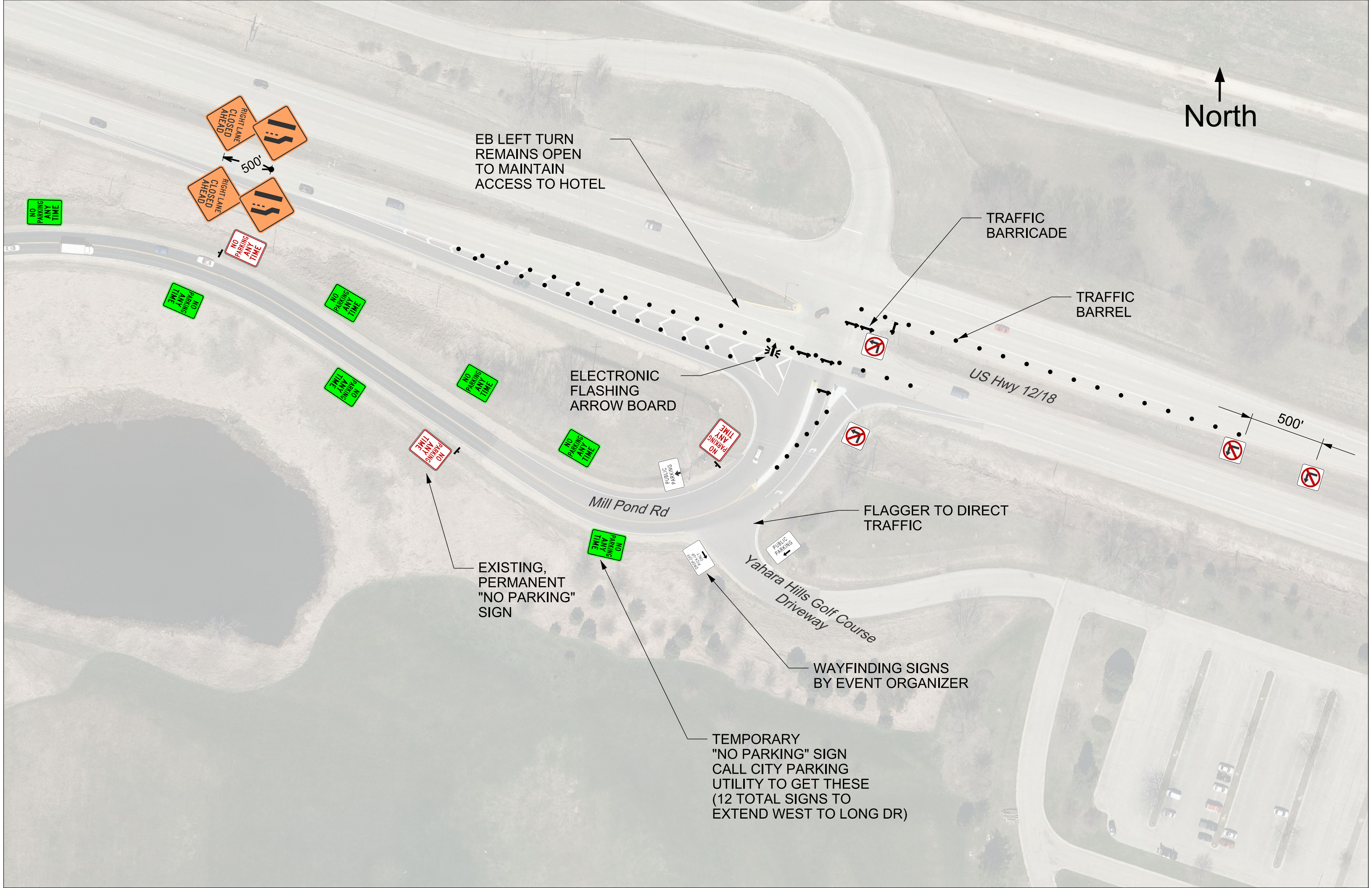
EXAMPLE 8:00 a.m.	EXAMPLE Setup
December 10 th 7am-5pm	First Day Course Setup and Layout
December 11 th 7am-5pm	Course Setup and Layout Continued
December 12 th 7am-5pm	Vendor Tenting and Officials Tenting. Athletes will have access to the course for running.
December 13 th 7am-5pm	Tenting, Officials, Vendors setup, sounds setup. Athletes will have access to the course for running. Officials and volunteers walkthrough
December 14 th 7am-5pm	Last setup, Race Day, Awards and takedown. Leave Course (Approx. Race Schedule - 9am-4pm)
December 15 th 7am-5pm	Final Cleanup-taking down of remaining structures which would include tenting...etc. My guess is we will run out of light on December 14 th and have to come back on the 15th

The following will be part of the conditions of an approved permit for the 2019 USATF National Junior Olympic Cross Country Championships at the Yahara Hills Golf Course on Saturday, December 14, 2019.

Attached is the plan. Here are the notes to go along with it:

- Event Organizer to contact Parking Utility to get the temporary No Parking signs to post along Mill Pond Rd. Wood stakes to attach the signs are responsibility of Event Organizer. Signs can be put in place at any time, since this is not a new restriction—just reinforcing an existing restriction.
- Wayfinding signs to direct attendees to parking are the responsibility of the Event Organizer. Decker Supply Company can make professional signs.
- Due to the amount of traffic control equipment required, Event Organizer should contract with a private traffic control contractor. Barricade Flasher Service, 795-2241 or Mega Rentals Inc., 222-2247 are two local options.
- Traffic control shall only be in place on Saturday only—not Friday.

Tom Mohr, P.E.
Traffic Engineering
City of Madison
(608) 267-8725



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North