

Hi Kelli,

The Korinji Foundation and I are still very much looking forward to running the half marathon, 10 K and kids race in Madison next fall, and we have all been busy planning and filling out the necessary permits. The last time you and I spoke on the phone, you asked that I wait until July to schedule a date to come to Madison to review our proposed running routes with the street committee. July has arrived very quickly, and I would just like to follow up with you about when someone from our fundraising committee should come to Madison to propose the routes we are considering. I know you had said there are meetings every two weeks; do you have a preference as to which date a member of our team comes to present? If you would be so kind as to let me know the street committee's upcoming meeting dates in July and August, I will be able to lock in a date for someone from Chicago to be present.

As you and I discussed before, we would ideally like to run our race on a Saturday or Sunday in September of 2013, with a few guiding factors. I am assuming that Sunday September 1st is improbable, as that is both Labor Day weekend as well as (I believe) the Taste of Madison. I know there is also the Ironman in September and the well-established Zoo Run later in the month, and of course we would not want to conflict with those weekends. Our further considerations include the restrictions outlined by the University of Wisconsin Arboretum, as our favorite running courses utilize its central bike route. For various reasons, the Arboretum prohibits the last weekend of September (in 2013 that is the 28th and 29th). As I do not know the exact dates for the 2013 Zoo Run or the 2013 Ironman (perhaps you do and could inform me), I can only say we are looking to run on the one relatively "free" weekend in September that is not the Taste, the Ironman, the Zoo run, or the Arboretum prohibited dates. For example, if the Ironman is the 7th or 8th and the Zoo Run is the 21st or 22nd, this leaves the 14th or 15th for us to host our race. If there are other major conflicting events in September (running races or otherwise), please do let me know, as I know you and I had discussed October as a second possibility.

Thank you very much for your time and consideration, and I look forward to sending one of our race committee members up to the beautiful city of Madison within the next few weeks. If you would be willing to advise us on a wise date for our race, we will also be able to complete our event application and submit all necessary permits in the very near future. Again, thank you kindly for your assistance in helping us coordinating this important fundraising event.

All the Best,

Kristen

## **Event Schedule**

- Set up: 4:00 AM – 6:00 AM
- Half Marathon Start: 7:00 AM
- 10 K Start: 7:30 AM
- 10 K course shut down and clean up; all 10 K roads reopen for use: 9:15 AM
- Kids Race: 10:00 AM
- Kids Race course shut down and clean up: 10:15 AM
- Half Marathon course shut down and clean up; all Half Marathon roads reopen for use: 10:30 AM
- Awards ceremony: 11:00 AM
- Cleanup of start/finish area ends: 1:30 PM

## **Requested Road Closures or Partial Closures**

### Half Marathon

- Olin-Turville Ct south of Wingra Bike Path
- Arboretum Dr
- Whenona Dr (south of West Beltline Frontage Rd and north of Britta Pkwy)
- Britta Pkwy (east of Axel Ave and west of Whenona Dr)

### 10 K

- Olin-Turville Ct south of Wingra Bike Path
- Vilas Park Dr (between S Randall Ave and park path entrance)

## **Street Crossings**

### Half Marathon

- 1. Beld St
- 2. S Park St
- 3. Fish Hatchery Rd
- 4. Seminole Hwy
- 5. Mohawk Dr
- 6. Doncaster Dr
- 7. Axel Ave
- 8. Helene Pkwy
- 9. 3 parking lot entrances on Verona Rd Frontage Rd
- 10. Atticus Way
- 11. Verona Rd Frontage Rd
- 12. Verona Rd
- 13. W Beltline Frontage Rd / Verona Rd Frontage Rd
- 14. Hammersley Rd
- 15. S Midvale Blvd
- 16. Council Crest
- 17. Odana Rd
- 18. Glenway St
- 19. Commonwealth Ave
- 20. S Prospect Ave

- 21. S Breese Terrace
- 22. Crazylegs Ln
- 23. Monroe St
- 24. Regent St
- 25. N Randall Ave
- 26. N Orchard St
- 27. N Charter St
- 28. Spring St
- 29. N Mills St
- 30. W Washington Ave
- 31. W Main St
- 32. Proudfit St
- 33. S Bedford St
- 34. John Nolan Ave
- 35. E Lakeside
- 36. W Olin Ave
- 37. Expo Way
- 38. E Olin Ave
- 39. John Nolan Dr

#### 10 K

- 1. E Lakeside St
- 2. Edgewater Ct
- 3. John Nolan Dr
- 4. North Shore Dr (to get on Southwest Commuter Path)
- 5. W Main St
- 6. W Washington Ave
- 7. N Mills St
- 8. Spring St
- 9. N Charter St
- 10. N Orchard St
- 11. 2 Parking lots on N Randall Ave
- 12. Regent St
- 13. Bowen Ct
- 14. Milton St
- 15. St. James Ct
- 16. Mound St
- 17. Chandler St
- 18. Vilas Ave
- 19. Drake St
- 20. Vilas Park Dr
- 21. Arboretum Dr
- 22. Fish Hatchery Rd
- 23. S Park St
- 24. Beld St

## **Notifying the Aldermen, Residents and Merchants**

### Alders:

- Email alderman with approved race route and dates—ask for support of the race and provide at minimum two months notice with reminders one month prior, two weeks prior, one week prior
- Create flyers to drop off in alder's offices that residents can pick up on visits
- Call alder's offices to make sure they know about the race and street closures

### Residents

- Post flyers along proposed routes and in area businesses one week prior to the event
- If permissible, deliver flyers to resident homes one week prior to the event
- Ensure flyers are still posted 24 hours prior to the event

### Merchants

- Determine merchants affected by the route
- Email or call merchants one month prior to the event to inform them about the routes
- Distribute flyers at merchant stores for distribution to customers if they would like to
- Call the day before the race to remind merchants about race day/times

## **Clean Up and Recycling Plan**

20+ volunteers will be setting up, breaking down and handling garbage and recycling during the race. Some items below will need to be determined based on race route and approvals:

### Plan of collection and disposal of materials during and after event:

- We will work with the City of Madison's Recycling Office to obtain equipment (containers and dumpsters).
- The exact location of garbage/recycling containers and dumpsters will be determined once the race route is approved. However, we are planning to have 10 water and Gatorade stations along the half marathon course (Mile 1.75, Mile 3.25, Mile 4.75, Mile 6.2, Mile 7.5, Mile 8.75, Mile 9.9, Mile 10.75, Mile 11.25, Mile 12.2), and at miles 2 and 4.5 along the 10 K course. Pending participant registration, we are tentatively planning to have 1 recycling and 3 garbage containers at each aid station as well as 10 recycling and 10 garbage containers at the start/finish area.
- We will work with the City of Madison's Recycling Office to determine disposal of materials.
- A designated clean-up crew of no less than 20 volunteers will be responsible for cleaning up the route and coordinating disposals