

Conditions for Race Against Extinction, requesting the use of Vilas Park on Saturday, April 19, 2014 for an Earth Day 5k Run/Walk

Parks Staff recommends approval, based on the following conditions:

1. Aldermanic notification. (Alder. Sue Ellingson, district13@cityofmadison.com)
2. Organizer will schedule a site plan meeting at the park with Lisa Laschinger, the West Parks Maintenance Supervisor (266-9214 or lilaschinger@cityofmadison.com) at least two weeks before the event, and agree to any site recommendations she may make.
3. Organizer will provide an insurance certificate covering this event and naming the City of Madison as "additional insured".
4. Organizer will provide a \$3,000 (refundable) damage deposit with the Parks Division prior to the event and acknowledges that he will be responsible for any and all actual field renovation costs which may result from this event.
5. Organizer understands that no permanent marking of streets, paths, or sidewalks will be allowed – chalk may be used, but not spray paint, spray chalk, or stickers.
6. Organizer will apply for a Parade Permit from Madison Police (<https://www.cityofmadison.com/transportation/forms/paradePermit.cfm?>)
7. Organizer understand that no driving or parking on the grass is allowed.
8. Organizer will be responsible for full clean-up of the park area after the event.
9. Amplification will be allowed from 9:00 a.m. to 1:00 p.m., but sound will be kept to a reasonable level at all times.
10. Nothing will be sold in the park; no temporary structures other than 10' X 10' pop-ups will be set up.
11. Fees will be paid and the approved insurance will be on file in the Park Office at least two weeks before the event.
12. Organizer understands that dogs are not allowed at Vilas Park, and cannot participate in the race.

Estimated fees:

Vilas Shelter:	\$96
Scheduling Fee:	\$325.00
PA Permit:	\$100.00

Plus Wisconsin sales tax



RACE AGAINST EXTINCTION

Background on The Race Against Extinction, Inc. in connection with the review of the Park Event Permit Application

To Whom It May Concern:

The Race Against Extinction, Inc. is a Wisconsin 501(c)(3) nonprofit corporation whose primary mission is to build awareness for the protection of our planet's biodiversity and raise funds for national and international conservation organizations. We have organized Earth Day 5K Runs/Walks in Boston, Massachusetts for the past six years and would like to start an annual event here in Madison, Wisconsin. We are especially excited to start a race here since it is the home of the Father of Earth Day, Senator Gaylord Nelson of Wisconsin.

We try to make our races as "green" as possible and with as little impact on the permitted grounds and facilities. I would be more than happy to use the permitting authorities with the Commonwealth of Massachusetts Department of Conservation and Recreation as references to our track record in these regards.

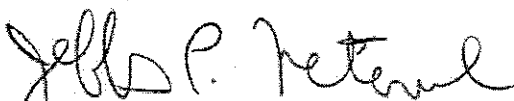
The Race Against Extinction also prides itself on organizing as efficient of a race as possible in order to maximize the net proceeds to our charitable partners. We have a close partnership with the World Wildlife Fund®, and we are working with the WWF again in 2014 and hope to be permitted for a race in Madison whose proceeds will be delivered to them.

I have attached a poster from our 2013 race in Boston to provide additional background. We do not plan on having "Gazelles" (inline skaters) participate in our Madison event and if anyone has reservations about opening the race to "Wolf Packs" (runners or walkers with dogs) we would be open to not market or allow such entries to participate as well.

Please feel free to contact me directly at any time with any questions or if you require any additional information.

Thank you for your time and consideration!

Sincerely,


Jeffrey P. Neterval

President of The Race Against Extinction, Inc.



RACE AGAINST EXTINCTION



EARTH DAY 5K RACE

APRIL 27, 2013 @ 11:00 AM

ARTESANI PARK, CAMBRIDGE/BRIGHTON

TheRaceAgainstExtinction.com

WANTED: ATHLETES & NON-ATHLETES WHO LIKE TO HAVE FUN AND ARE BORN TO BE WILD

<http://www.race.com/running/boston-ma/5k-against-extinction-earth-day-2013>

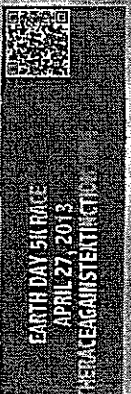
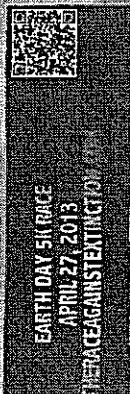
- CHEETAHS (EXPERIENCED & FIRST-TIME RUNNERS)
- TORTOISES (WALKERS)
- GAZELLES (INLINE SKATERS)
- KANGAROOS (PARENTS WITH STROLLERS)
- WOLF PACKS (RUNNERS OR WALKERS WITH PETS)
- SLOTHS (NON-PARTICIPANTS, SUPPORTERS)

SPONSORED BY HEMARMA,
MOTHER NATURE
&
OUR GENEROUS CORPORATE SPONSORS

COME JOIN US & MAKE A POSITIVE
IMPACT FOR EARTH DAY THIS YEAR!
WE'VE GONE ONE OF OUR FIELDS
LOST & FOUND RECYCLED
RUBBER CAP TROPHIES!



**\$25 ENTRY FEE INCLUDES MEMBERSHIP TO THE WWF.
RACE PROCEEDS ARE TO BE DONATED TO THE WORLD WILDLIFE FUND
TO HELP SAVE THE RHINOS, TIGERS, AND POLAR BEARS OH MY!**



PARK EVENT PERMIT APPLICATION

FOR OFFICE USE ONLY: Permit # _____ Date Submitted _____

EVENT INFORMATION

Name of Event THE RACE AGAINST EXTINCTION, EARTH DAY 5K RUN/WALK

Event Organizer/Sponsor THE RACE AGAINST EXTINCTION, INC.

If Organizer/Sponsor a 501(c)3 non-profit agency? Yes No

If Yes, provide State of Wisconsin Tax Exempt Number EIN: 26-2387642 (IRS tax exempt determination letter and related materials are attached).

Address 602 SCHILLER CT.

City/State/Zip MADISON, WI 53704

Primary Contact JEFF NETERVAL FAX 608-831-7071

Work Phone 608-830-4177 Phone During Event 617-312-6268

E-mail raceagainstextinction@gmail.com

Website raceagainstextinction.org

Secondary Contact MARY SUE PEREZ

Work Phone 608-345-1518 Phone During Event 608-345-1518

E-mail marysueperez@gmail.com

Annual Event? Yes No

Charitable Event? Yes No

If Yes, name of charity to receive donations: WORLD WILDLIFE FUND

Estimated Attendance 200-500 (CERTIFICATE OF INSURANCE MAY BE REQUIRED)

Public Amplification: Hours 9:00am to 1:00pm Yes No

Park Requested VILAS Yes No

Shelter Reserved by Event Organizer Yes No

EVENT DATE(S)/SCHEDULE

Date(s) of Event (including set-up and take-down) 4-19-14 Rain Date(s) NA

Event Start Date(s)/Time(s) 10:30am Set-Up Date(s)/Time for Event 4-19-14 8:00am

Event End Date(s)/Time(s) 1:30pm Take-Down Time 1:30pm

Does this require time in the park the day before your event? Yes No

APPLICATION SIGNATURE

The person/group named in this application will be responsible for the conduct of the group and for the condition of the reserved park area. This permit is subject to all Municipal Ordinances as defined by the City of Madison, in addition to all rules and regulations governing the City's Parks Division. The applicant agrees that during the use of the park facility, the sponsoring organization will not exclude anyone from participation in, deny anyone the benefits of, or otherwise subject anyone to discrimination because of the person's race, color, creed, national origin or handicap.

The applicant has read the Park Events Application packet. The applicant has included all of the appropriate permit applications and materials for this event.

I hereby certify to the best of my knowledge that the information and statements contained in this application are complete and true. I understand that failure to report components of this event/activity may result in the loss of deposit, revocation of permit and/or failure to secure future permits.

Signature Jeff P. Neter

Date 12-20-13

PARK EVENT AMPLIFICATION PERMIT APPLICATION

By Ordinance, public amplification is not allowed in City Parks except by permission from the Parks Division. Permission for amplification does not exempt a group from Madison Ordinance noise restrictions. Please be considerate of park neighbors and other park users. When notifying the alderperson and neighborhood association (if necessary) about your event, be sure to include detailed information about any plans you have for amplified sound.

EVENT INFORMATION

Name of Event THE RACE AGAINST EXTINCTION, EARTH DAY 5K RUN/WALK
Contact Person JEFF NETERVAL Phone # During Event 617-312-6268
Park VILAS PARK Date 4-19-14

TYPE OF AMPLIFIED SOUND

Band DJ Sound System Speeches/Announcements Karaoke
 Other (please specify) _____

Times of Sound 9:00 am to 1:00 pm (4-hour maximum)

COST

\$100 PER EVENT

EXCERPTS FROM APPLICABLE CITY ORDINANCES

8.29 PUBLIC ADDRESS SYSTEMS IN PARKS.

(1) No public address systems or sound amplification devices shall be used in any public park within the City of Madison except as permitted by this section. The Parks Superintendent may issue permits in accordance with this section. A permit shall not exempt the holder from the provisions of Sec. 24.08.

(3) The Superintendent may limit the hours of operation and the location within the park of any such system or equipment so as to insure the benefit of such system or equipment to the group seeking its use and to minimize any unreasonable interference with the peace and enjoyment of other users of the park and those adjacent to such park.

(5) The Police Department is authorized to require the discontinuance of any such system or equipment operating outside the prescribed hours or location.

24.08 NOISE REGULATION

(2) In the following zoning districts established under Chapter 28 of the Madison General Ordinances, the noise emitted from any source and measured at any point within any distance beyond fifty (50) feet of the property or public right-of-way where the noise is produced or beyond fifty (50) feet from the noise source when such exists on public property shall not exceed the amounts indicated in the following table:

SOUND PRESSURE LEVEL

R1, R2, R3, R4, R4A, R4L, Agriculture

Conservancy, Office Residence

7:00 p.m. to 7:00 a.m.—70 dBA

7:00 a.m. to 7:00 p.m.—75 dBA

PARK EVENT MARKETING INFORMATION

Conditional approval of the event is required before promoting, marketing or advertising the event.

How will this event be marketed, promoted, or advertised? Posters, social media, grass roots marketing and outreach to campus and area environmental organizations

Will there be live media coverage during the event and where will the media vehicles be parked? Not that we are currently aware of

PARKS DIVISION CALENDAR OF EVENTS

The City of Madison Parks Division provides a calendar of events on the internet, in a number of publications and at kiosks located throughout downtown. The information from your permit application is considered public and is used in developing the calendars.

Your event will only be included on the calendars if all permits and applications are approved 60 days in advance (for printed form of calendar) and 30 days in advance (for internet calendar) and your event is open to the public. If this section is not filled out, we will assume you do not want to be included on the calendars.

Official Name of Event The Race Against Extinction Earth Day 5K Run/Walk

Park Location Vilas

Public Contact Phone 617-312-6268 Website The Race Against Extinction .org

Admission Cost \$25-55.00

Date of Event 4-19-14 Beginning/End Time of Event 10:30-1:30

Two sentence description of event (for internet calendar) Wanted: Athletes and Non-Athletes who like to have fun and are born to be wild! Come celebrate Earth Day and make a positive impact with proceeds from the 5K Run/Walk donated to the World Wildlife Fund!

EQUIPMENT RENTAL

To assist with your Community event, the Madison Parks Division rents some equipment for use by the Event Organization. The Event Organizer must have the ability to pick up and return all equipment from Park Maintenance Facilities.

Rented from Parks Division, but picked up by Event Organizer

- Trash Barrels # 8 barrels
- Key to Shelter and Gates - Refundable deposit required

Rented from Parks Division, dropped off and picked up by Parks Division

- Dumpsters # _____

Rented from Private Vendors

- Portable toilets

Vendor Name The County Plumber How Many? 4
Date or Drop Off 4-19-14 Date of Removal 4-19-14

(Dates must be pre-approved by Parks Maintenance Supervisor.)

OUTDOOR SPECIAL EVENT EMERGENCY ACTION PLAN (EAP)

I. GENERAL

The "Race Against Extinction" will be held on April 19, 2014 at Vilas Park in Madison, Wisconsin.

II. PURPOSE

- A. This emergency action plan predetermines actions to take before and during the "Race Against Extinction" (hereinafter referred to as the event) in response to an emergency or otherwise hazardous condition. These actions will be taken by organizers, management, personnel, and attendees. These actions represent those required prior to the event in preparation for and those required during an emergency.
- B. Flexibility must be exercised when implementing this plan because of the wide variety of potential hazards that exist for this event. These hazards include, but are not limited to, Fire, Medical Emergencies, Severe Weather, or situations where Law Enforcement is required.

III. ASSUMPTIONS

The possibility of an occurrence of an emergency is present at this event. The types of emergencies possible are various and could require the response of Fire & Rescue, Emergency Medical Services, and Police.

IV. BASIC PLAN

A. Emergency Action Plan (EAP) Event Representative

- 1. The EAP event representative will be identified as the point of contact for all communications regarding the event. This person is identified as PRIMARY CONTACT: Jeff Neterval.

B. Emergency Notification

- 1. In the event of an emergency, notification of the emergency will be through the use of 911. The caller should have the following information available to the 911 operator: nature of emergency, location, and contact person with callback number.

2. We will not have on-site EMS (ENTER CONTACT NAME & CELL PHONE NUMBER HERE)
3. We will not have on-site Police or Security (ENTER CONTACT NAME & CELL PHONE NUMBER HERE)

C. Severe Weather

1. Weather forecasts and current conditions can be monitored through the National Weather Service's Madison Weather Forecast web site at <http://forecast.weather.gov/MapClick.php?CityName=Madison&state=WI&site=MKX&textField1=43.0798&textField2=-89.3875&e=0>
2. Before the event - If severe weather is predicted prior to the event, the EAP event representative will evaluate the conditions and determine if the event will remain scheduled. The EAP event representative or his/her designee will be identified as such (Jeff Neterval) and will be responsible to monitor the weather conditions before and during the event.
3. During the event - If severe weather occurs during the event, the EAP event representative or his/her designee (Jeff Neterval) will make notification to those attending the event that a hazardous weather condition exists and direct them to shelter.
4. There are very limited provisions for sheltering participants in the event of severe weather.
5. This event will follow the 30-30 Rule for lightning. If lightning is observed and thunder is heard within 30 seconds, the event will be delayed until 30 minutes have passed since thunder was last heard.

D. Fire

1. If a specific hazard has been identified as an increased risk of fire at this event, event manager will work with the Fire Department to determine how to address the hazard.
2. All event staff will be instructed on the safe use of Portable Fire Extinguishers.
3. If cooking is intended, you must contact the fire department and -
 - a) Must have a valid fire extinguisher, 2A10BC
 - b) Each space is allowed 1 LP tank per cooking device. All LP tanks are to be secured in an approved manner (tied, strapped, chained, etc.)

- c) No cooking shall be allowed under a tent. Cooking shall be a minimum of 20' away from tents/canopies.
- d) Cooking must be on a non-combustible surface (grease collection material generally required under cooking and food service areas)
- 4. Fire Inspectors may be required to do an inspection of your event (depends on size and nature of the event), contact the Fire Department for guidelines
- 5 All tents/canopies used for cooking shall have a FLAME SPREAD Certification attached to the tent.
- 6 Should an incident occur that requires the Fire Department, 911 will be utilized to request this resource. The caller should have the following information available to the 911 operator: nature of emergency, location, and contact person with callback number.

E. Medical Emergencies

- 1. As with any outdoor event, there is potential for injury to the participants. The types of injuries are various and include those that are heat related as well as traumatic injuries.
- 2. Event manager shall contact the Fire Department to determine if there is a need for on-site Emergency Medical Services at this event.
- 3. Should an incident occur that requires Emergency Medical Services to be called to this event, the caller will have the following information available to give to the 911 Center:
 - a) nature of emergency
 - b) precise location
 - c) contact person with callback number

F. Law Enforcement

- 1. The need for constant Law Enforcement presence at this event **has not** been identified. Event manager shall contact the Police Department to determine if there is a need for Law Enforcement presence at this event
- 2. Should an incident occur that requires Law Enforcement, to be called to this event, the caller will have the following information available to give to the 911 Center:
 - a) nature of emergency
 - b) precise location
 - c) contact person with callback number

G. Emergency Vehicle Access

1. Access for Emergency Vehicles will be maintained at all times.
2. 20' Fire Lanes are required to be kept open at events.
3. A 14' minimum height clearance requirement for anything that goes over a street or fire lane
4. Participants and spectators will be directed to park in approved areas and not to obstruct protective features, sidewalks or public thoroughways.
5. Crowd control will be managed by Jeff Neterval
6. Parking for vendor and staff vehicles will be at offsite parking.
7. Parking for attendee vehicles will be at regular public parking facilities and spaces.

V. Contact Information

Primary Contact	Jeff Neterval	617-312-6268
Secondary Contact	Mary Sue Perez	608-345-1518
Emergency	Dane County 911 Center	911

Madison Fire Department

Non-Emergency

Fire Inspector Jerry McMullen (608) 266-4420
Division Chief Ron Schwenn (608) 266-4420

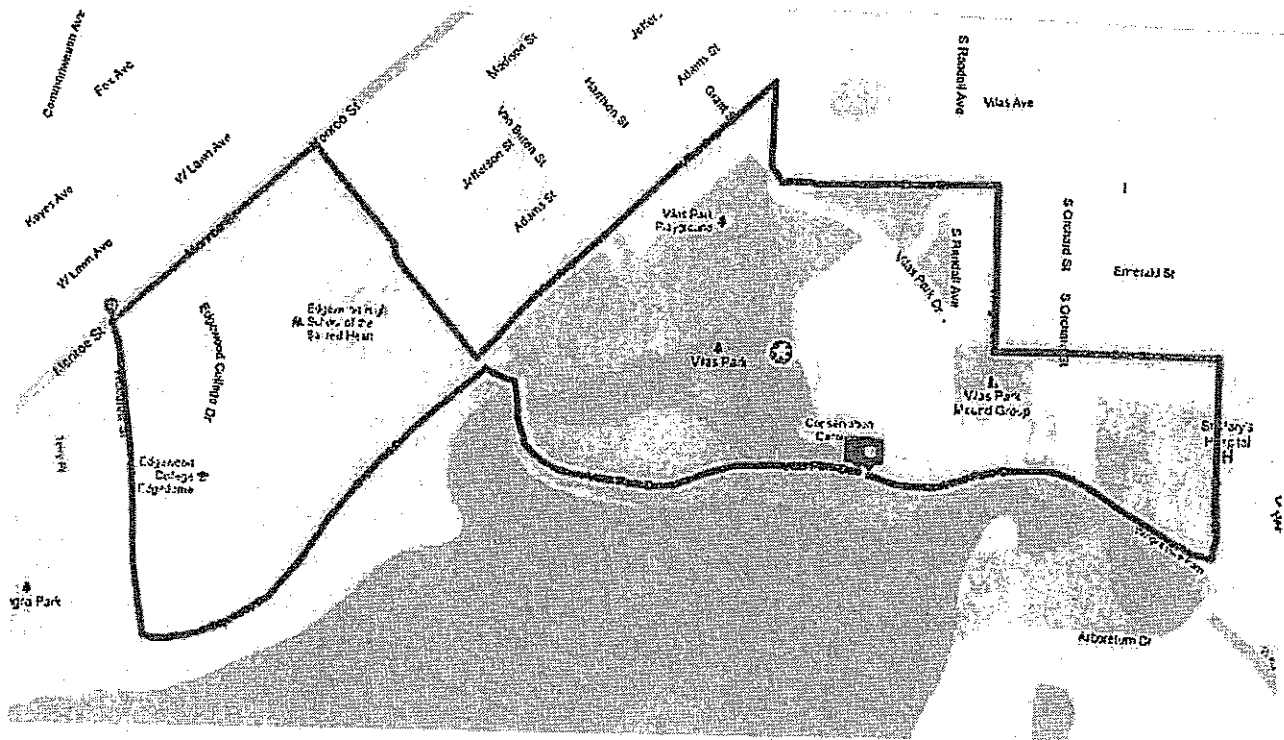
Madison Police Department

Non-Emergency

Field Lieutenant David McCaw (608) 261-9694
Executive Captain Carl Gloede (608) 261-9694

VI. Event Area Map (attached next page)

Route begins and ends on Vilas Park Drive immediately West of the Bridge (Giraffe) Gate Entrance to the Zoo (across from Vilas Park Beach)



5K Route

- Start West of Zoo bridge gate across from Vilas Beach
- Run West along Vilas Park Drive to
- Left onto Edgewood Drive to
- Right onto Woodrow to
- Right onto Monroe Street to
- Right on Edgewood Avenue to
- Left on Vilas Avenue to
- Continue on Vilas Across Grant Street, around grassy median to
- Right on Garfield Street to
- Left on Grant Street to
- Left on Drake Street to
- Right on Wingra Street
- Left on Erin Street to
- Right on Mills Street to
- Right on Vilas Park Drive to Finish Line

Schedule of Events

2014 Schedule of Events – First Annual Race Against Extinction Earth Day 5K Run/Walk – Madison, WI – Vilas Park – Saturday, April 19th, 2014

- 8:00 a.m. – set up of pavilion and route
- 9:00 a.m. – Registration, Environmental Awareness Booths Open for Viewing
- 10:00 a.m. – Announcements* and Pre Run Stretching
- 10:20 a.m. – Gathering of participants for start
- 10:30 a.m. – Event Start (5K runners to leave first, followed then by 5K walkers)
- 11:00 a.m. – Free beverages and snacks for participants at the Vilas Shelter
- 11:30 a.m. – Awards Ceremony
- 12:30 p.m. - End of Event – Start of Clean Up
- 1:00 p.m. – End of Clean Up

Note to Reviewing Committee (if street closure is required we will modify the above schedule according to guidance received from the respective City of Madison departments)

*Amplification Permit applied for from 9 a.m. to 1 p.m. (background music played)

Event Site Map

Registration is set up in and outside of the Vilas Shelter (exits left clear at all times)
The Environmental Awareness organizations/participants and booths are located in the shelter
The trash cans (trash, recycling and compost containers) are located to the left (if facing the shelter) along the side of the shelter
Portable Toilets will be along the main park road by the path that leads to the shelter

Route Map

See attached Map

Safety and Security Plan

See attached Safety Plan

Inclement Weather Plan for Jingle Bell Run/Walk

In the event of severe weather (blizzard, blizzard warning, dangerous wind chills, or lightening) we will cancel the 5K Run/Walk. Cancellation notification will be posted on the Race Against Extinction website, the Race Against Extinction Facebook page, and we will send out an email

to all participants and volunteers. We will also send out a notification to local TV stations in hopes that they will share it as well.

Clean Up and Recycling Plan

We will rent at least 8 trash barrels. In addition we will either rent or bring additional barrels or containers. Several will be designated as for trash, recyclable goods or composts. Signs will be taped to multiple sides of the barrels to ensure they are clearly marked for participants. The volunteers on the course will also be provided garbage bags to pick up any trash or recyclables that are found in their designated zone. There will also be two volunteers on trash/recycle duty to ensure that the shelter and surrounding area are kept clean. Organizers will take the compost and recyclable goods to be composted or recycled in an appropriate manner.