

# STREET USE PERMIT APPLICATION

FOR OFFICE USE ONLY: Permit # \_\_\_\_\_ Date Submitted \_\_\_\_\_

## EVENT INFORMATION

Name of Event Brat Fest Run

Event Organizer/Sponsor Starting Line Events

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

If Yes, provide State of Wisconsin Tax Exempt Number \_\_\_\_\_

Address 5118 Wintergreen Dr

City/State/Zip Madison, WI 53704

Primary Contact Jerry Kempfer FAX N/A

Work Phone 608-243-9593 Phone During Event 608-241-7093

E-mail jerry@startinglineevents.com

Website www.startinglineevents.com

Secondary Contact Robin Kempfer

Work Phone 608-243-9593 Phone During Event 608-217-5941

E-mail robin@startinglineevents.com

Annual Event?  Yes  No

Charitable Event?  Yes  No

If Yes, name of charity to receive donations: Brat Fest, Inc

Estimated Attendance 1500 (CERTIFICATE OF INSURANCE MAY BE REQUIRED)

Public Amplification (not allowed after 11 p.m.) Hours 8 a.m. to 11 a.m.  Yes  No

## EVENT CATEGORY

Run/Walk  Music/Concert  Festival  Rally  Parking (i.e., bagging meters)  
 Other \_\_\_\_\_

## LOCATION REQUESTED

Capitol Square (note specific blocks below)  Podium/700-800 State Street  
 30 on the Square (a.k.a. top of 100 block of State Street)  Other (specific blocks/streets requested below)  
Street Names and Block Numbers: Alliant Center Neighborhood and Capital City Bike Path

## EVENT DATE(S)/SCHEDULE

Date(s) of Event (including set-up and take-down) 5.23.15 Rain Date(s) N/A

Event Start Date(s)/Time(s) 5.23.15 - 9:30 a.m. Set-Up Date(s)/Time for Event 6 a.m.

Event End Date(s)/Time(s) 5.23.15 - 11 a.m. Take-Down Time 11:30 a.m.

Take-Down Time: start to streets reopened

## APPLICATION SIGNATURE

\_\_\_\_\_ I/We waive the 21-day decision requirement. \_\_\_\_\_ (PLEASE INITIAL)

Your signature below indicates that you have read and understand the instructions and guidelines for a community event. Further, the person/group named in this application will be responsible for the conduct of the group and for the condition of the reserved area. Falsification of information on the application will result in forfeiture of up to \$200 per falsified item.

In addition to the rules and regulations detailed in the permit application instructions and guidelines, Street Use Permits are subject to all applicable ordinances, statutes and laws.

Signature [Signature] Date 2.10.15

# Event Schedule

## Saturday, May 23, 2015

- 05:30 am - Set up Start and Finish Line area
- 06:00 am - Set up cones, aid stations, barricades and mile markers along courses
- 08:00 am - Begin walk-up registration near Start Line
- 08:00 am - Race Announcer will begin making announcements
- 09:25 am - National Anthem
- 09:30 am - 10K Run begins
- 09:32 am - 5K Run begins
- 10:30 am - Start removing cones, barricades, mile markers and aid stations
- 11:00 am - Last participants should be finished
- 11:00 am - Kid's Mud Run begins
- 11:00 am - Remove and recycle all trash on course
- 11:30 am - Volunteers finish course clean-up
- 12:00 pm - Tear down mud run course

|                       |  |
|-----------------------|--|
| Start & Finish Line   | Alliant Energy Center Quann-Olin Pkwy entrance |
| Race Course Begins    | 9:30 am  |
| Race Course Ends      | 11:00 am                                       |
| Course Set-Up         | 6:00 am  |
| Course Closed         | 11:00 am                                       |
| Courses               | 10K Run, 5K Run, 1K Kid's Mud Run              |
| Run Event Produced By | Starting Line Events, LLC                      |
| Main Event Organizer  | Brat Fest, Inc                                 |
| Permits & Insurance   | Starting Line Events, LLC                      |
| Race Director         | Jerry Kempfer 608-241-7093                     |
| Event Coordinator     | Robin Kempfer 608-243-9593                     |
| Course Management     | Starting Line Events, LLC                      |

## **Timeline for the Brat Fest 10K Run and 5K Run Course openings, closings and Traffic Control**

- 5:30am - Set-up Start/Finish Line area in Alliant Energy Center on Willow Island
- 6:00am - Put cones, mile markers and Aid Stations along courses
- 6:30am - Set-Up Registration and Packet Pick-Up Tents
- 8:00am - Walk-Up Registration and Packet Pick-Up begin
- 8:45am - Race Announcer begins announcements
- 9:15am - Walk-Up Registration closes
- 9:15am - Race Course Sentries (Course Marshals) arrive at assigned posts along the race courses
- 9:25am - National Anthem
- 9:25am - City Of Madison Traffic Control arrives at the following Locations  
Officer 1 - Olin-Turville Ct. near the entrance to the boat launch parking lot
- 9:30am - Traffic Control starts
- 9:30am - 10K Run starts
- 9:32am - 5K Run starts
- 10:00am - Brat Fest opens
- 10:30am - Begin picking up cones and opening roads along 10K and 5K courses
- 11:00am - Traffic Control Officer is finished
- 11:00am - All roads are opened
- 11:00am - 1K Kid's Mud Run begins
- 11:00am - Aid Stations, No Parking Signs and Start/Finish Line are removed and trash picked up

\*All Madison Metro Bus Stops will remain open and accessible during the event

## Summary of Emergency Coverage

### Ambulances

Ryan Bros. Ambulance will have one ambulance dedicated to cover the courses. This unit will be located in the Alliant Center parking lot and will respond if needed. We will also have volunteer Nurses equipped with 2-way radios, at each Mile Marker, to monitor the participants. 911 will be used for any life-threatening emergencies.

### Bike teams

We will have two bicycle teams dedicated to covering the courses. These units will be equipped with 2-way radios and will be roaming and responding as needed.

### Aid Stations

Each of the on-course Aid Stations will be supplied with water and/or sports drinks. Personnel will also be equipped with First Aid Kits and a 2-way radio to contact the Race Director for further assistance if needed.

### Aid Station Locations

- Start/Finish Line near Willow Island
- Van Deusen St (Mile 1.6/4.5)
- Capital Bike Trail near Monona Terrace (Mile 3.3)

### Start/Finish Line Medical Help

The start/finish line medical area will be equipped with water, sports drink, food and standard portable medical kits for sprains, cuts etc. A Ryan Bros. Ambulance will be stationed near the finish line for any potential transports. 911 will be used for any life-threatening emergencies.

### Emergency Procedures

We will have an updated Emergency Procedure document that will be distributed to all necessary personnel. The document will have a list of names and numbers to contact for different types of emergencies (weather, fire, injury, etc.). The Race Director, Fire, Police, Aid Station Personnel, Bicycle Safety Teams and Various Volunteers will have access to this document.

### Weather Emergencies

We use a colored-flag warning system for all course dangers, including weather. There will be a flag system at each Aid Station along the course and at the Start/Finish Line. The Race Director will contact the Aid Station Personnel if the color changes. The following describes each flag color.

**Green Flag** - Good Conditions. Everything Is Normal.

**Yellow Flag** - Caution. Increased Risk of Heat Related Problems. Runners Should Hydrate Accordingly.

**Red Flag** - Extreme Heat Risk. Clock Has Stopped. Hydrate and Walk To The Finish Line.

**Black Flag** - Extreme Emergency. The Race Is Canceled. Seek Shelter Immediately!

## **MISSING PERSONS AND MISSING CHILDREN PROCEDURE**

### **Lost Persons**

We will have a policy in place to help spectators and participants find each other if lost. An announcement by the Race Director will ask that the lost person report to the Announcer's stand. This policy is for missing adults only.

### **Lost Child**

An announcement by the Race Announcer will ask that the lost child or parents of a lost child report to the Announcer's stand. The Announcer will give a description of the child to help others locate them. A member of the Race Staff will immediately report the lost child to the nearest Police Officer and/or Emergency personnel. A description of the child will be broadcast over the 2-way radios to alert all staff members of the race.

Lost Person Coordinator: \_\_\_\_\_ TBA \_\_\_\_\_ (number).

### **Lost Child is found**

Stay with the child until the Lost Person Coordinator can take charge of the child. **DO NOT LEAVE THE CHILD UNATTENDED!**  
Contact anyone who is looking for the child that they are found and have Race Announcer make announcement.

## BRAT FEST RUN/WALK TRASH AND RECYCLING PLAN

Trash around the Start/Finish area and all Water/Aid Stations, will be swept, picked up and disposed of in the proper containers. The Water/Aid Stations will have trash cans that will be brought back to the Start/Finish area and then placed into the large trash and recycle receptacles that are placed in the area for the World's Largest Brat Fest Celebration.

# BRAT FEST 10K RUN COURSE MAP



# BRAT FEST 5K RUN COURSE MAP





## BRAT FEST 10K RUN TURN-BY-TURN DIRECTIONS - 9:30 START

(based on a 5 minute/mile time)

09:30am - Start in the Alliant Energy Center near Willow Island  
09:33am - Turn Right on Bram St (gravel road only)  
09:34am - Turn Right on Wingra Bike Path  
09:38am - Cross Olin-Turville Ct  
09:39am - Turn Right on Capital City Trail  
09:46am - Turn Around on Capital City Trail  
09:52am - Cross Olin-Turville Ct  
09:59am - Turn Left on Bram St (gravel road only)  
10:01am - Finish

(based on a 15 minute/mile time)

09:30am - Start in the Alliant Energy Center near Willow Island  
09:36am - Turn Right on Bram St (gravel road only)  
09:39am - Turn Right on Wingra Bike Path  
09:54am - Cross Olin-Turville Ct  
09:58am - Turn Right on Capital City Trail  
10:15am - Turn Around on Capital City Trail  
10:41am - Cross Olin-Turville Ct  
10:51am - Turn Left on Bram St (gravel road only)  
11:03am - Finish

## BRAT FEST 5K RUN TURN-BY-TURN DIRECTIONS - 9:32 START

(based on a 5 minute/mile time)

09:32am - Start in the Alliant Energy Center near Willow Island  
09:34am - Turn Right on Bram St (gravel road only)  
09:35am - Turn Right on Wingra Bike Path  
09:40am - Turn Around on Wingra Bike Path  
09:45am - Turn Left on Bram St (gravel road only)  
09:48am - Finish

(based on a 15 minute/mile time)

09:32am - Start in the Alliant Energy Center near Willow Island  
09:38am - Turn Right on Bram St (gravel road only)  
09:41am - Turn Right on Wingra Bike Path  
09:56am - Turn Around on Wingra Bike Path  
10:09am - Turn Left on Bram St (gravel road only)  
10:18am - Finish