STREET USE PERMIT APPLICATION
FOR OFFICE USE ONLY: Permit # Date Submitted
Name of Event Madison Mini - Marchen + 5K
Event Organizer/Sponsor_Vision Event Management
Is Organizer/Sponsor a 501(c)3 non-profit agency? ☐ Yes ☐ Y
If Yes, provide State of Wisconsin Tax Exempt Number
Address 16851 Southpark Dr. St. 100
City/State/Zip West Field IN 46074
Primary Contact had market FAX 317-245-)463 Work Phone 317-333-1092 Phone During Event 317-333-1092 E-mail Chad 6 vision and market market con Website market minimare than com
Secondary Contact_Jeff Grows Work Phone
Annual Event? Charitable Event? If Yes, name of charity to receive donations: Estimated Attendance Gertificate of Insurance May BE REQUIRED. Public Amplification (not allowed after 11 p.m.) Hours Gertificate of Insurance May BE REQUIRED. The standard of the standar
EVENT CATEGORY A Run/Walk
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:
EVENT DATE(S)/SCHEDULE
Date(s) of Event (including set-up and take-down) & AT Set-Up Date(s) / Time(s) / Time(s) / Time(s) / Take-Down Time: start to streets reopened to the start 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, statues and laws.
Signature Date 10-14-15



Event Schedule

Friday

Firday, August 21, 2015

11:00 a.m. - 8:00 pm. - Packet Pickup at Union South

8:00 a.m. – 6:00 p.m. – Setup of Runner Services Area in Lot 1 and start/finish line areas

22

Saturday, August 12, 2015

2:00 a.m. - Langdon to close from Park to Frances for setup of start finish lines

5:00 a.m. - Aid Stations on course begin to setup

5:00 a.m. – Course setup begins with cones, barricades, etc.

6:30 a.m. - Streets on course begin to close

7:00 a.m. - Half Marathon & 5K start

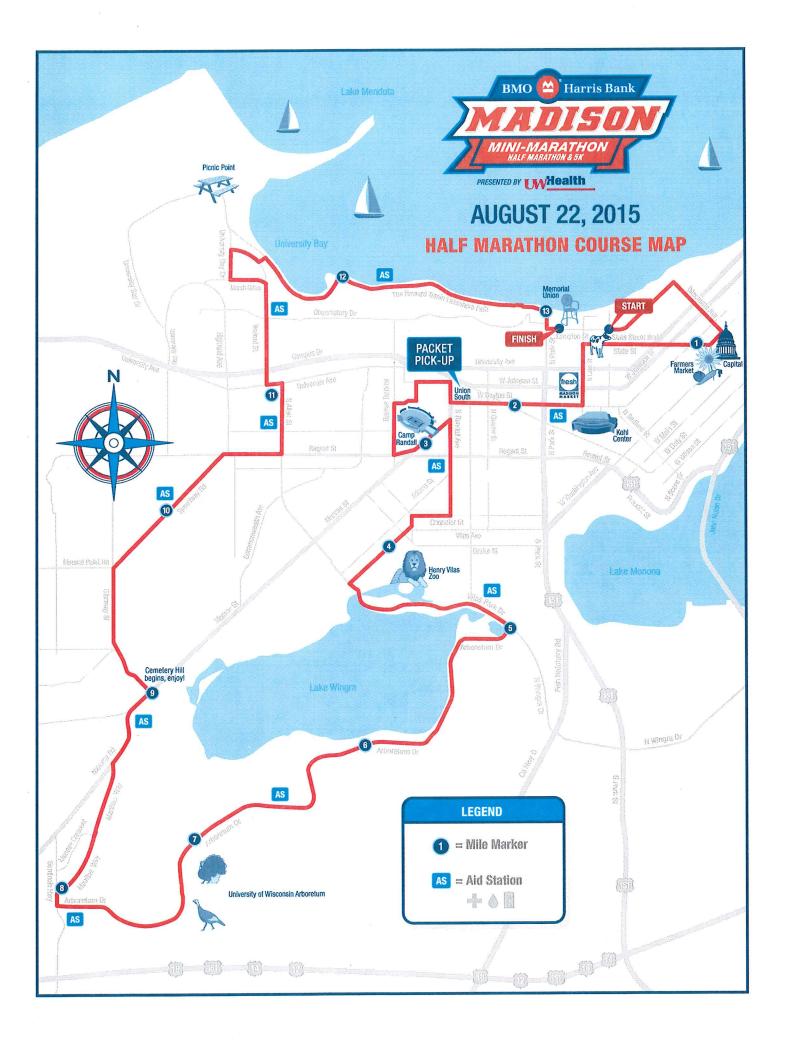
8:00 a.m. - Post-race Party begins

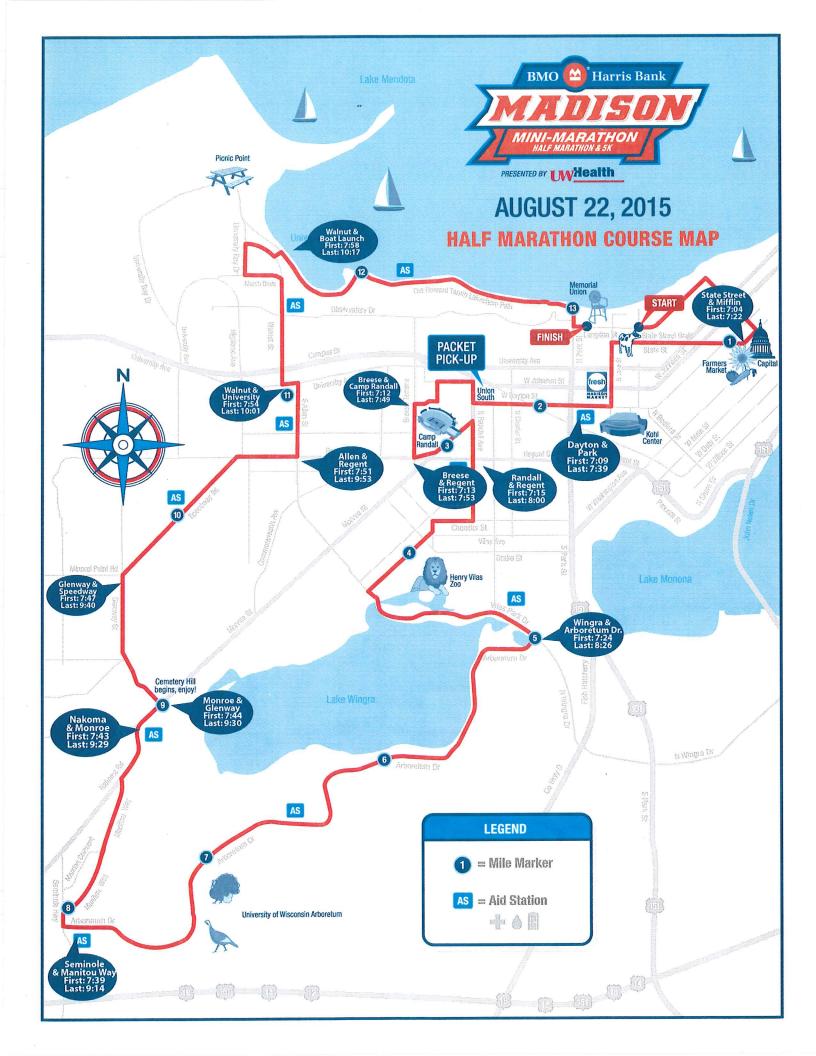
10:00 a.m. -Kids Race

10:30 a.m. - Last Half Marathon participant finishes

12:00 p.m. – Langdon re-opens

12:00 p.m. - Post-race Party finishes



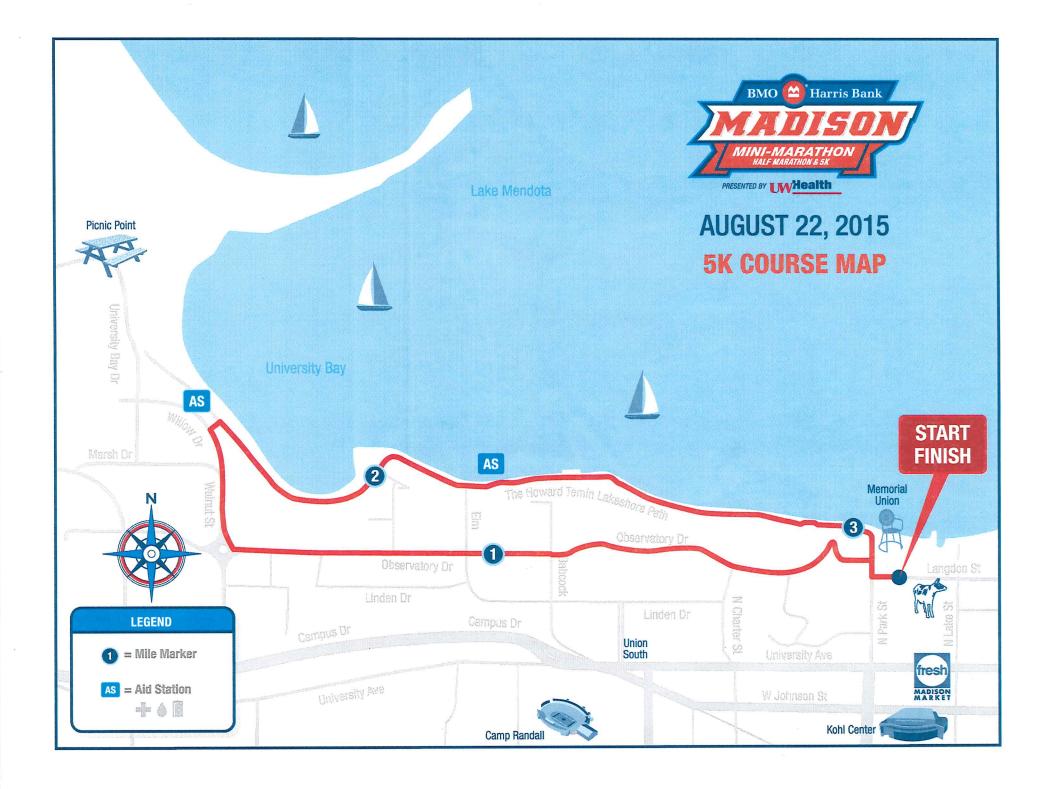


2015 Madison Mini-Marathon Course Description Saturday, August 22, 2015

Start: Frances Street & Langdon Street

- NE on Langdon
- SE on Wisconsin
- SW on Mifflin
- West on State Street
- South on Lake
- West on Dayton
- North on Randall
- West on Engineering
- South on Breese Terrace
- East on Little
- NE on Monroe
- South on Randall
- West on Chandler St.
- South on Garfield
- SW on Vilas Ave.
- East on Vilas Park Dr.
- East on Wingra
- South on Mills
- West on Arboretum Drive
- North on Seminole Highway
- NE on Manitou Way
- North on Nakoma Road
- NE on Monroe
- North on Glenway Street
- NE on Speedway Blvd
- East on Regent
- North on Allen St.
- West on University
- North on Walnut
- West on Marsh
- North on University Bay Drive
- SE on Path Howard Temin Lakeshore Trail/Willow Drive
- South on Park
- East on Langdon

Finish: on Langdon in front of UW Union



2015 Madison Mini-Marathon 5K Course Description Saturday, August 22, 2015

Start: Park Street & Langdon Street

- North on Park
- West on Observatory Drive
- North on Walnut
- East on path north of Marsh Lane (entrance to boat ramp)
- East on Lake Shore path
- South on Park
- East on Langdon

Finish: on Langdon in front of UW Union

2015 Madison Mini-Marathon Intersection Timeline & Details

Course Marshal	# of Personnel	Intersection	Mile Location	First Participant	Last Participant	Participant Detailed Instructions	Participant Lanes Used	Vehicular Traffic Instructions	Start Time	End Time
Start	PO	Lake & Langdon	0	7:00	7:10	Participants head E on Langdon	All Lanes	No traffic	6:45	7:30
2	1 1	Langdon & Frances	0.06	7:01	7:10	Participants head E on Langdon	All Lanes	No traffic	6:45	7:30
3	2	Langdon & Howard	0.14	7:01	7:11	Participants head NE on Langdon	All Lanes	No traffic	6:45	7:30
4	3	Langdon & Lakelawn	0.17	7:01	7:13	Participants head NE on Langdon	All Lanes	No traffic	6:45	7:30
5	PO	Langdon & Henry	0.22	7:01	7:13	Participants head NE on Langdon	All Lanes	No traffic	6:45	7:30
6	1 4	Langdon & Carroll	0.35	7:02	7:16	Participants head NE on Langdon	All Lanes	No traffic	6:45	7:30
7	5	Langdon & Wisconsin	0.42	7:02	7:17	Participants head SE on Wisconsin	All Lanes	No traffic	6:45	7:30
8	PO	Wisconsin & Gilman	0.42	7:02	7:17	Participants head SE on Wisconsin	Southbound lanes	No Southbound	6:50	7:30
9 -	PO	Wisconsin & Gorham	0.54	7:03	7:19	Participants head SE on Wisconsin	Southbound lanes	No Southbound	6:50	7:30
10	PO	Wisconsin & Johnson	0.61	7:03	7:19	Participants head SE on Wisconsin	Southbound lanes	No Southbound	6:50	7:30
11	PO	Wisconsin & Johnson Wisconsin & Dayton	0.67	7:03	7:19		Southbound lanes			7:30
12	PO	Wisconsin & Mifflin	0.74	7:03	7:20	Participants head SE on Wisconsin Participants head NE on Mifflin	Southbound lanes	No Southbound	6:50 6:50	7:30
								No Southbound		
13	PO PO	Carroll & Milfflin & State	0.8	7:04	7:22	Participants head NW on Carrol	All Lanes	No traffic	6:55	7:40
14		State & Fairchild	0.89	7:04	7:24	Participants head W on State	All Lanes	No traffic	6:55	7:55
15	PO	State & Johnson	0.99	7:05	7:26	Participants head W on State	All Lanes	No traffic	6:55	7:55
16	PO	State & Gorham	1.08	7:05	7:27	Participants head W on State	All Lanes	No traffic	6:55	7:55
17	PO	State & Gilman	1.16	7:06	7:28	Participants head W on State	All Lanes	No traffic	6:55	7:55
18	6	Lake & State Street	1.37	7:07	7:32	Participants head S on Lake	All Lanes	No traffic	7:00	7:55
19	PO	Lake & University	1.48	7:08	7:34	Participants head S on Lake	All Lanes	No traffic	7:00	8:00
20		Lake & Johson	1.55	7:08	7:35	Participants head S on Lake	All Lanes	No traffic	7:00	8:00
21		Lake & Dayton	1.63	7:08	7:36	Participants head W on Dayton	All Lanes	No traffic	7:00	8:00
22	7	Dayton & Park	1.8	7:09	7:39	Participants head W on Dayton	Westbound Lanes	No Westbound	7:00	8:00
23	PO	Dayton & Brooks	1.88	7:09	7:40	Participants head W on Dayton	Westbound Lanes	No Westbound	7:00	8:00
24	PO	Dayton & Mills	1.96	7:10	7:42	Participants head W on Dayton	Westbound Lanes	No Westbound	7:00	8:00
25	8	Dayton & Charter	2.04	7:10	7:43	Participants head W on Dayton	Westbound Lanes	No Westbound	7:00	8:00
26	9	Dayton & Orchard	2.13	7:10	7:44	Participants head W on Dayton	Westbound Lanes	No Westbound	7:00	8:00
27	10	Dayton & Randall	2.21	7:11	7:45	Partiicpants Head N on Randall	Southbound lanes	No traffic	7:00	8:00
28	11	Randall & Engineering	2.29	7:11	7:46	Participants head W on Engineering	All Lanes	No traffic	7:00	8:00
29	PO	Engineering & Breese Terrace	2.61	7:12	7:49	Particiapnts Head S on Bresse Terrace	Northbound Parking Lane	-	7:00	8:00
30	13	Breese Terrace & Hoyt	2.66	7:12	7:50	Particiapnts Head S on Bresse Terrace	Northbound Parking Lane	-	7:00	8:10
31	PO	Breese Terrace & Chadboure	2.77	7:13	7:51	Particiapnts Head S on Bresse Terrace	Northbound Parking Lane	•	7:00	8:10
32	14	Breese Terrace & Lilttle	2.82	7:13	7:53	Participants Head E on Little	All Lanes	No traffic	7:00	8:10
33	15	Little & Monroe	3.06	7:14	7:56	Partiicpants Head NE on Monroe	All Lanes	No traffic	7:00	8:10
34	PO	Randall & Monroe	3.2	7:15	7:58	Participants head S on Randall	Southbound Lanes	No Southbound	7:00	8:10
35	PO	Randall & Regent	3.28	7:15	8:00	Participants head S on Randall	Southbound Lanes	No Southbound	7:00	8:10
36	18	Randall & Adams	3.37	7:16	8:01	Participants head S on Randall	Southbound Lanes	No Southbound	7:00	8:10
37	19	Randall & Milton	3.4	7:16	8:01	Participants head S on Randall	Southbound Lanes	No Southbound	7:00	8:10
38	20	Randall & St. James	3.43	7:16	8:02	Participants head S on Randall	Southbound Lanes	No Southbound	7:00	8:10
39	21	Randall & Mound	3.47	7:16	8:03	Participants head S on Randall	Southbound Lanes	No Southbound	7:00	8:20
40	22	Randall & Chandler	3.55	7:17	8:04	Participants West on Chandler	All Lanes	No traffic	7:00	8:20
41	PO	Garfield & Chandler	3.73	7:17	8:06	Participants head S on Garfield	All Lanes	No traffic	7:00	8:20
42	PO	Garfield & Vilas	3.81	7:18	8:07	Participants head SW on Vilas	Northbound Lanes	No Norhtbound	7:00	8:20
43	PO	Vilas & Grant	3.85	7:18	8:08	Participants head SW on Vilas	Northbound Lanes	No Norhtbound	7:00	8:20
44	23	Vilas & Harrison	3.93	7:18	8:09	Participants head SW on Vilas	Northbound Lanes	No Norhtbound	7:00	8:20
45	24	Vilas & Van Buren	4.03	7:19	8:10	Participants head SW on Vilas	Northbound Lanes	No Norhtbound	7:00	8:20
46	25	Vilas & Lincoln	4.1	7:19	8:11	Participants head SW on Vilas	Northbound Lanes	No Norhtbound	7:00	8:20
47	PO	Edgewood & Adams	1	T			All Lanes	No traffic	1	1
48	26	Vilas & Edgewood Ave.	4.18	7:19	8:12	Participants head E on Vilas Park Drive	All Lanes	No traffic	7:05	8:30
49	27	Vilas Park Drive & Wingra & Orchard	4.8	7:23	8:23	Participants head E on Vilas Park Drive	All Lanes	No traffic	7:05	8:30
50	PO	Wingra & Mills	4.96	7:23	8:25	Participants head S on Trail by Mills	Southbound lanes	No traffic	7:05	8:30
51	28	Wingra & Haywood & Arboretum Drive	5	7:24	8:26	Participants head W on Arboretum Drive	Westbound Lanes	No Westbound	7:05	9:20
52	29	Arborteum Drive & Seminole Highway	7.95	7:38	9:13	Participants head N Maintou Way	Northbound Lanes	No Northbound	7:30	9:20
53	30	Seminole Highway & Mantiou Way	8	7:39	9:14	Participants head N Maintou Way	Northbound Lanes	No Northbound	7:30	9:30
54	31	Manitou Way & Irogouis	8.05	7:39	9:14	Participants head N Maintou Way	Northbound Lanes	No Northbound	7:30	9:30
55	32	Manitou Way & Roquus Manitou Way & Country Club Road	8.19	7:40	9:18	Participants head N Maintou Way	Northbound Lanes	No Northbound	7:30	9:30
56	PO	Manitou Way & Country Club Road Manitou Way & Nakoma Road	8.65	7:40	9:24	Participants head NE on Monroe	Northbound Lanes	No Northbound	7:30	9:30
סט	, PU	ivianituu vvay & Nakuma Roau	0.00	1.44	7.24	L atticipants fiedu NE On MOHIOE	1 INDITITION LABOR	140 1401 (I IDOUIIU	1 7.00	0.00

57	33	Nakoma Road & Spring Trail	8.81	7:43	9:27	Participants head NE on Monroe	Northbound Lanes	No Northbound	7:30	9:30
58	PO	Odana & Monroe & Nakoma	8.89	7:43	9:29	Participants head NE on Monroe	Easternmost NB Lane	One lane of NB Traffic	7:30	9:35
59	34	Monroe & Lewis Court	8.95	7:43	9:29	Participants head NE on Monroe	Easternmost NB Lane	One lane of NB Traffic	7:30	9:35
60	PO	Monroe & Glenway	9.03	7:44	9:30	Participants head N on Glenway	Easternmost NB Lane	One lane of NB Traffic	7:30	9:35
61	35	Glenway & Wyotta	9.04	7:44	9:30	Participants head N on Glenway	Northbound Lanes	No Northbound	7:30	9:35
62	36	Glenway & Cross	9.12	7:44	9:31	Participants head N on Glenway	Northbound Lanes	No Northbound	7:30	9:45
63	37	Glenway & Gregory	9.15	7:45	9:32	Participants head N on Glenway	Northbound Lanes	No Northbound	7:30	9:45
64	38	Glenway & Glen	9.28	7:45	9:34	Participants head N on Glenway	Northbound Lanes	No Northbound	7:30	9:45
65	39	Glenway & Winnemac	9.33	7:46	9:35	Participants head N on Glenway	Northbound Lanes	No Northbound	7:30	9:45
66	40	Glenway & Meyer	9.4	7:46	9:36	Participants head N on Glenway	Northbound Lanes	No Northbound	7:30	9:45
67	PO	Glenway & Birch	9.45	7:46	9:37	Participants head N on Glenway	Northbound Lanes	No Northbound	7:30	9:45
68	41	Glenway & Euclin	9.51	7:46	9:38	Participants head N on Glenway	Northbound Lanes	No Northbound	7:30	9:45
69	PO	Glenway & Paunack	9.57	7:47	9:39	Participants head N on Glenway	Northbound Lanes	No Northbound	7:30	9:45
70	PO	Glenway & Mineral Point/Speedway	9.62	7:47	9:40	Participants NE on Speedway	Easternmost NB Lane	One lane of NB Traffic	7:35	9:45
71	42	Speedway & Hammersley	9.8	7:48	9:42	Participants NE on Speedway	Easternmost NB Lane	One lane of NB Traffic	7:35	9:45
72	43	Speedway & Hlicrest	9.98	7:49	9:45	Participants NE on Speedway	Easternmost NB Lane	One lane of NB Traffic	7:35	10:00
73	PO	Speedway & Regent	10.35	7:51	9:53	Participants N on Highland	Northbound Lanes	No Northbound	7:35	10:00
74	44	Regent & Virginia Terrace	10.38	7:51	9:53	Participants head E on Regent	Southernmost EB Lane	One Lane of EB traffic	7:35	10:00
75	45	Regent & Vista Road	10.45	7:51	9:53	Participants head E on Regent	Southernmost EB Lane	One Lane of EB traffic	7:35	10:00
76	46	Regent & Ash	10.55	7:51	9:53	Participants head E on Regent	Southernmost EB Lane	One Lane of EB traffic	7:35	10:00
77	47	Regent & Allen	10.61	7:51	9:54	Participants head E on Regent	Southernmost EB Lane	One Lane of EB traffic	7:35	10:00
78	48	Allen & Van Hise	10.71	7:53	9:58	Participants head N on Allen	Southbound Lanes	No Southbound	7:35	10:05
79	49	Allen & Chamberlin	10.79	7:53	9:59	Participants head N on Allen	Southbound Lanes	No Southbound	7:35	10:05
80	50	Allen & Kendall	10.85	7:53	10:01	Participants head N on Allen	Southbound Lanes	No Southbound	7:35	10:05
		""						Cross traffic stopped for		
81	PO	Allen & University	10.9	7:53	10:01	Participants head W on University	Westbound Lanes	participants	7:40	10:05
82	PO	University & Walnut	10.97	7:54	10:04	Participants head N on Walnut	Northbound Lanes	No Northbound	7:35	10:10
83	51	Walnut & Linden	11.2	7:55	10:06	Participants head N on Walnut	Northbound Lanes	No Northbound	7:35	10:10
84	PO	Walnut & Observatory	11.28	7:55	10:07	Participants head N on Walnut	Northbound Lanes	No Northbound	7:35	10:10
85	52	Walnut & University Bay Drive	11.38	7:56	10:09	Participants head N on Walnut	Northbound Lanes	No Northbound	7:35	10:10
86	53	Boat Launch	11.75	7:58	10:17	Participants head E on Lakeshore Path	-	-		
87	-	Porter Boathouse	12.5	8:02	10:30	Participants head E on Lakeshore Path	-	-		
88	54	Lakeshore Path & Park	13	8:05	10:38	Participants head S on Park	All Lanes	No traffic	7:20	10:45
89	PO	Park & Langdon	13.05	8:05	10:33	Participants head E on Langdon	All Lanes	No traffic	2:00	11:00
Finish		Landgon in front of Union	13.1	8:05	10:34		All Lanes			



Summary of Medical Coverage

Ambulances

The City of Madison Fire Department will have three ambulances, Town of Madison will have one and Ryan Brothers will have three dedicated to cover the course. These units will be roaming and respond as needed.

Bike Teams

The City of Madison Fire Department will have six bike teams dedicated to cover the course. These units will be roaming and respond as needed.

Aid Station Medical Tents

Each of the ten on-course Aid Stations will have a medical tent that will be staffed with First-Responder personnel. This personnel will be equipped with basic first aid supplies and a radio to contact the Command Vehicle to call for further treatment if the need arises. All Aid Stations will be serving water, with four stations also serving Gatorade. Aid Station Locations:

- Start Line
- Dayton & Lake (Mile 1.6)
- Randall & Adams (Mile 3.25)
- Vilas Parkway & Orchard (Mile 4.75)
- Arboretum (Mile 6.2)
- Seminole Highway & Manitou Way (7.5)
- Monroe & Nakoma (Mile 8.75)
- Hollister & Allen (Mile 9.96)
- Allen & Van Hise (Mile 10.55)
- Walnut & Observatory Drive (Mile 11.3)
- Lakeshore Path & Porter Boathouse (Mile 12.2)
- Finish Line

Finish Line Medical Tent

The finish line medical tent will be staffed and equipped by UW Health Emergency Room personnel. Dr. Mike Mancera will serve as Medical Director and oversee the operations of the tent. A City of Madison Fire Department Ambulance will be stationed at the medical tent for any potential transports.

Misting Stations

Misting Stations will be ready in case temperatures warrant their use. There will be a total of five on route and one at the finish line.

Misting Station Locations:

- Manitou Way & Nakoma (Mile 8.42)
- Commonwealth & Gregory (Mile 9.5)
- Allen & Van Hise (Mile 10.2)
- Walnut & Observatory Drive (Mile 10.75)
- Lakeshore Path & Porter Boathouse (Mile 12.2)
- Finish Line

Madison Mini-Marathon Medical Coverage for Course

#	Ambulance Location	Agency
1 Roaming		Madison Fire Department
2 Roaming		Madison Fire Department
3	Roaming	Ryan Brothers
4 Roaming		Ryan Brothers
5	Arboretum	Town of Madison
6	Finish Line	Madison Fire Department

ſ	#	ALS Medical Cart Location	Agency
	1	Roaming	Madison Fire Department

#	ALS Medical Bike Team Locations	Agency
1	Roaming	Madison Fire Department
2	Roaming	Madison Fire Department
3	Roaming	Madison Fire Department
4	Roaming	Madison Fire Department
5	Roaming	Madison Fire Department

#	UW Med Student Teams (2 each)	Agency
1	Aid Station #1	UW First Responders
2	Aid Station #2	UW First Responders
3	Aid Station #3	UW First Responders
4	Aid Station #4	UW First Responders
5	Aid Station #5	UW First Responders
6	Aid Station #6	UW First Responders
7	Aid Station #7	UW First Responders
8	Aid Station #8	UW First Responders
9	Aid Station #9	UW First Responders
10	Aid Station #10	UW First Responders

2015 Madison Mini-Marathon August 22, 2015 Emergency Procedures Updated 10/13/14

Please Review this Document Prior to the Event!

In regard to any emergency event, no one should speak to any media representative except for:

Jeff Graves

The above may empower the Medical Director of the Madison Mini-Marathon to comment on any details.

Command Group Meeting Area

The Command Group will meet in the Command Vehicle located on the State Street Mall by Lake & State Street. We will implement the following procedures depending on the emergency presented.

If an emergency occurs before the start of the race, Command Group members not at the finish line will conference call into the Command Vehicle to make any decisions.

In the event of inclement weather conditions or any safety-related events along the Half Marathon or 5K course or start/finish areas, the following people will meet in the Command Vehicle:

Command Group		Phone #'s
Jeff Graves	President, VEM	317-294-3622
Chad Antcliff	Race Director,	317-333-1092
David McCaw	Madison Police Department	608-219-5323
Ron Schwenn	Fire Department	608-575-1004
Dr. Mike Mancera	Medical Director	
Mark Silbernagel	UW Police Department	608-516-0563

The Command Group will be called to the Command Area via: Radios/Cell Phones

The Telvent Weather Service contracted by VEM will be monitored for continual updates on information regarding the weather conditions. The Command Group will be the key decision-makers will make the decision on the continuation, continuation with yellow or red flags, termination, or delay of the event.

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10/15/14

In addition, the following people should also report to the Command Vehicle to assist in relaying the information to the necessary people:

Kat Hawkins

651-470-4945

Sandra Chambers

317-354-7796

PUBLIC RELATIONS REPRESENTATIVE

All communications done by radio will be pre-raced with "STAFF ONLY". Staff on radio should turn down volume on their radio or go to a location where they are out of public view. If a staff member is in a position where they cannot be out of public view, they need to turn down radio and alert the Command Vehicle via radio, cell phone or text, they need to be notified a different way other than radio.

Information will be relayed to the following people:

Responsibility

Contact #'s (Radio Channel)

Command Vehicle

PD

FD

Medical Director

EMS

Private Ambulance Service
Any other Public Safety Agency

Course Section Leaders Aid Station Leaders Course Marshal Leaders Entertainment Coordinator

Runner Services Information Tent Gear Check Race Photography Transportation

Jeff Graves

Start Line Coordinator

Finish Line Coordinator

Timing & Scoring Results Area Race Announcer

Kat Hawkins

Volunteer Leaders and volunteers

Call and text status updates

Sandra Chambers

Facebook Twitter Website

Texting Updates

Sandra Chambers

Media- work on media quote for media and or press release

Emergency Plans

Inclement Weather Plan

If severe weather or the threat of severe weather becomes a concern, the Command Group will meet to determine the status of the event. Information will be relayed to the Race Staff via the above relay plan.

Severe weather can include, but is not limited to:

Lightning

Windy

Heat

Tornado

Humidity

Other Public Safety Emergency

If a public safety emergency or the threat of an emergency becomes a concern, the Command Group will meet to determine the status of the event. Information will be relayed to the Race Staff via the above relay plan.

Inclement Weather Emergency Evacuation Plan

- Once the Command group determines weather related evacuation is warranted the COMMAND GROUP will initiate the process of contacting the Race Staff via the above contact procedure.
- Participants and spectators will be notified via the Announcer and Race Staff. They
 will be informed to SEEK SHELTER in the following locations. Each staff member
 assigned to a location. A Command Runner will bring a megaphone to your location
 to make announcements regarding updates on the status of the race.
 - UW Memorial Union (Jenny Adler, 317-213-6112)
 - State Street Ramp (Brent Greenwell, 317-513-9135)
 - Red Gym (Kevin Swiontek, 317-506-8548)

After the all clear is given, participants and spectators will be allowed to exit the area.

Flag Warning System

The Flag Warning System will be used to relay to the participants and volunteers the status of the race with respect to weather and safety conditions.

The following has been distributed to the participants in the Confirmation Email, Facebook, event web site and in displays at the Packet Pick-Up.

Flag Warning System

A Yellow Flag? A Black Flag? There will be a simple flag color system along the course to help warn participants of weather related or course related problems. Flags are located at each mile marker along the course.

Green Flag – Everything is Normal

Yellow Flag – The heat index is at a point where runners/walkers should slow their pace if they are sensitive to the heat. Participants should be aware of their hydration level

Red Flag – Dangerous weather. Participants should slow down and increase their hydration and if they are sensitive to heat or humidity should not run. Timing of the

event has stopped and no awards will be given out at this time. Race Photography and Entertainment as stopped.

Black Flag – Race has been cancelled due to extreme weather or course emergency. Events such as lightning, tornado, or human disaster has or is occurring and all participants need to seek shelter immediately. Participants will be evacuated from the route.

Inclement Weather Emergency Evacuation Plan

- In the event of severe weather during the event the following will be asked to seek appropriate shelter.
- All Race Staff will be notified via radio or cell phone. Any committee member in the affected areas should immediately begin notifying the general public and volunteers.
- Kevin Swiontek will be responsible for making an announcement from the PA system located at the start line.
- Andrew Wonders will be responsible for making an announcement from the PA system located at the finish line.
- Kim Casavan will make announcement from the main stage.
- Jeff Graves will be responsible for contacting Race Announcer. Race Announcer will make the PA announcement (Start Line area if prior to race start or finish line area after race start).
- Jeff Graves will make an announcement at the start line. Start Line volunteers will be responsible for sweeping the Start Line area

For all emergency requests contact Command Vehicle: Chad Antcliff

Medical Emergencies (Finish Area medical open 6:00 a.m. – 11:00 a.m.) Assess the situation at the finish line

- ☐ Any request for medical needs should be directed to the Command Vehicle.
- □ Do not attempt to help an injured person other than to let them know you are calling for medical support; do not comment on the accident to anyone
- □ Speak slowly and clearly do not yell. Give your name, location and your request for medical personnel.
- □ Example: Command Vehicle from (your name)...request medical back up for sprained ankle at the Massage Area. Please confirm.
- □ Provide the medical contact with the following information: Which part of the street you are on (northside, southside, middle) and a prominent landmark that describes your position and their bib number.
- □ Remain with the person until FIRST AID arrives, upon their arrival; let the Command Vehicle know they are treating the person.
- □ Gather information for the Event Incident Report (**note**: for medical situations involving race participants during the race, the Event Incident Report is <u>not</u> necessary)
- □ If you do not have a radio available, call Chad Antcliff and follow their directions.

Non-Medical Security Situation at the finish line

- □ Any request for security needs should be directed to the Command Vehicle.
- □ Locate the nearest landmark and relay that as your location go or send someone to that marker to guide security to the location of the incident.

If there is an emergency that requires emergency vehicles in the Finish Area, Jenny Adler should be requested to assist in moving people to the side to avoid further injury or to assist in diverting the participants around the situation. ☐ For any type of security issue (suspicious character, fighting, etc): call the Command Vehicle and request security. Speak slowly and clearly. Give your name, location and your assessment of the situation. ☐ The person who initially called in the situation should notify the Command vehicle once the situation is under control and inform them of the outcome. ☐ Gather information for the Event Incident Report **Medical Emergencies on Course** Assess the situation To speed response time, any request for medical needs should be directed to a uniformed police officer or medical team. Each Aid Station will have medical personnel located in the area who can relay the request to the medical system. If none of the previous are nearby, use a cell phone and call Chad Antcliff. Do not attempt to help an injured person other than to let them know you are calling for medical support; do not comment on the accident to anyone □ Speak slowly and clearly – do not yell. Give your name, location and your assessment of the situation. □ If you are at the Start Line, specify where you are located on. □ If you are on the course, please be as detailed as possible. Include the nearest home street address, cross street or landmark and the side of the street where medical is needed. Remain with the person until FIRST AID arrives. Gather information for the Event Incident Report (note: for medical situations involving race participants during the race, the Event Incident Report is not necessarv) If you do not have a radio available, call Chad Antcliff and follow their directions. Non-Medical Security Situation To speed response time, any request for medical needs should be directed to a uniformed police officer or call Chad Antcliff. Each Aid Station will have medical personnel located in the area who can relay the request. If none of the previous are nearby, use a cell phone and call 9-1-1. If you are at the Start/Finish Line, locate the nearest landmark and specify where you are located. □ If you are on the course, please be as detailed as possible. Include the nearest street address, cross street or landmark and the side of the street where security is

General Conduct during Emergency or Urgent Situations

□ Gather information for the Event Incident Report

- Do not make any comment to the media
- Never Run

needed.

- Remain Calm at all times
- Assess the situation before taking action
- Remember to gather information for the Event Incident forms

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Lost Persons ☐ The Information Tent will coordinate the Lost Persons process. □ The Information Tent will open a Lost Persons report form. This form must be closedout prior to the end of the event. The Information Tent will remain open and staffed until the Finish Area is cleared of all participants and spectators. □ Lost Person Coordinator: Jean Schott At the Information Tent Ask the person if who they are missing is lost or they can't find them. If they can't find them, direct them to Results Tent to see if they've finished. □ If the person is missing, complete the Lost Persons Report Describing a Child. Please include the child's name, age, clothing description, and other identifying characteristics. If referring to the child's race say Caucasian, African-American, Asian, or Hispanic. If the child has some sort of physical or mental handicap, please refer to them as a special needs child. Once the report is completed, the Lost Person Coordinator, located in the Info Tent, will put the call out to everyone in the Finish Area. (Command Vehicle, Ask Me, Encourage the person filing the report to notify someone if they find the person on their own so we don't continue to search. If there has been no success after 10 minutes of everyone being notified, please notify everyone the person is still lost and continue to do so until the person is found. u If there is a success, please notify everyone the person has been found. Also note on their missing person form they have been found. Somewhere in Rest & Recovery Ask the person if who they are missing is lost or they can't find them. If they can't find them, direct them to the computer lookup folks located in the Info tent. □ If the person is missing, encourage them to go to the Info Tent. ☐ If they choose not to go to the Info Tent, take the report yourself. Notify the Info Tent you are taking the report and have someone come to your location to get the report. Describing a Child. Please include the child's name, age, clothing description, and other identifying characteristics. If referring to the child's race say Caucasian, African-American, Asian, or Hispanic. If the child has some sort of physical or mental handicap, please refer to them as a special needs child. Once the report is completed, the Lost Person Coordinator, located in the Info Tent, will put the call out to everyone in the R&R Area. (Command Vehicle, Ask Me, Staff) □ Encourage the person filing the report to notify someone if they find the person on their own so we don't continue to search.

If there has been no success after 10 minutes of everyone being notified, please

□ If the person was last seen near the Start Line, take the parent to the nearest police

on their missing person form they have been found.

officer.

notify everyone the person is still lost and continue to do so until the person is found.

If there is a success, please notify everyone the person has been found. Also note

Lost Child is found

- □ The Info Tent should be notified and the person should be taken to the Info Tent.
- Stay with the child until the Lost Person Coordinator can take charge of the child. DO NOT LEAVE THE CHILD UNATTENDED!
- □ Complete the lost persons form, so we have it on file when someone comes looking for them.
- Once the report is completed, the Lost Person Coordinator, located in the Info Tent, will put the call out to everyone in the Finish Area. (Command Vehicle, Ask Me, Staff)
- ☐ If there has been no success after 10 minutes of everyone being notified, please notify everyone the person is still lost and continue to do so until the person is found.
- ☐ If there is a success, please notify everyone the person has been found. Also note on their missing person form they have been found.

Use of 2-way Radios/Cellular Phones:

- The Race committee has the use of 2-way radio communication
- Be selective of what you are saying over the radios
- · Never allow your voice to become hysterical
- Relay on the FACTS of the situation NEVER make a comment like, "We really messed up...." Or "We're in big trouble....."
- Always remember that many people around you will hear every word you say given the size of the event.
- Always remember that many people around anyone with a radio scanner will hear every word you say
- Remain calm at all times.
- Except for lost children, only refer to a participant by their bib number when communicated to Medical or Command Group.

All emergency and/or security situations at must be relayed to the Command Vehicle for documentation purposes.

All committee members and Ask Me volunteers will have Event Incident Report forms to fill out. Gather all necessary information at the time of the incident and fill out the form as soon as possible. These forms should be returned to Chad Antcliff immediately after the event.

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Madison Mini-Marathon Lost Person Report

Time of Report: am/pm EVENT:	
Missing Person: Name:	10 A 4000 P
Age:	
PhysicalDescription/Clothing:	
Location last seen:	
Time last seen:	
Did the child/person have a favorite game/place, etc. during the event?:	
Reporting Info: Name of person making report:	
Phone number where you can be reached today:	
Relationship to missing person:	
Madison Mini-Marathon staff/volunteer:	
Time missing person is found:	

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Notes/Actions Taken:

Madison Mini-Marathon Event Incident Report

All information provided should be completed as soon as possible and ensure a copy of this report is given to Chad Antcliff.

1. DATE OF EVENT:	2. EVENT:
3. TIME OF INCIDENT:	4. TIME OF REPORT:
5. PERSON(S) INVOLVED:	
(Please include full name and contact information)	
6. WEATHER SITUATION:	
7. CAUSE OF INCIDENT:	
(Please attach additional sheet(s) if needed)	
8. SITUATION (Who, What, When, Where and Why):	
(Please attach additional sheet(s) if needed)	
9. PERSON(S) CONTACTED/WITNESSES:	
(Please include complete contact information for each pers	on(s))
10. MEDICAL INFORMATION	
A. Was Medical Treatment Required?	YES / NO
B. Was First Aid Required?	YES / NO
C. Was anyone transported to a Medical Facility?	YES / NO
D. If anyone was transported, where were they taken	?
E. Name of person or medical organization (i.e. Mad treatment?	
	<u> </u>
11. Keep a copy of this report and add it to your AFTE	CR ACTION REPORT.
STAFF MEMBER NAME(S):	

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Madison Mini-Marathon No Parking Postings

Street	Beginning Street	Ending Street	Side of the Street
Langdon	Park	Wisconsin	Both Sides
Wisconsin	Langdon	Capitol Square	Soutbound Side
			No Parking on Mifflin from
Capitol Square	-	-	Wisconsin to State
State Street	-	-	No Parking on State
Lake	Langdon	Dayton	Both Sides
Breese Terrace	Univesity	Regent	Northbound Lanes
Monroe	Regent	Randall	Both Sides
Randall	Dayton	Chandler	Southbound Lanes
Chandler	Randall	Garffeld	Both Sides
Garfield	Adams	Vilas	Both Sides
Vilas	Garfield	Edgweood	Northbound Sides
Vilas Parkway	Vilas	Orchard	Both Sides
Wingra	Orchard	Mills	Both Sides
Manitou Way	Seminole Highway	Nakoma	Northbound side
Glenway	Monroe	Speedway	Northbound side
Allen	Van Hise	University	Both Sides

2015 Madison Mini-Marathon Barricade Placement

Intersection	Type III	Notes
Lot 1	2	Close Lot 1
Langdon and Park	2	Close EB Langdon
Lake and State	2	Close NB Lake Street
Langdon and Frances	3	Close WB Langdon
Langdon and N. Henry St	2	Close Henry to Langdon
Langdon and N. Carroll St	2	Close Carroll to Langdon
Dayton & Frances	3	Close WB Dayton
Park & Johnson	4	Close SB Park Street
Johnson & Brooks	2	Close SB Brooks
Johnson & Mills	2	Close SB Mills
Johnson & Orchard	2	Close SB Charter
Randall & Dayton	2	Close NB Dayton
Randall & Campus Drive	2	Close SB Randall
Monroe & Breese Terrace	4	Close NB Monroe
Monroe & Regent	3	Close NB Monroe
Randall & Monroe	2	Close Monroe from Randall
Randall & Chandler	2	Close NB Randall & WB Chandler
Adams & Garfield	2	Close EB Garfield
Vilas Park Drive & Orchard	1	Close SB on Orchard
S. Mills and Des Plaines Ct	2	Close SB Mills, traffic onto Des Plaines
Nakoma and Huron Hill	1	Closes NB Nakoma, traffic must turn left on Huron Hill detour
Glenway & Gregory	2	
Regent & Grand	1	Close EB Regent
Observatory & Walnut	2	Close EB Observatory
total	52	

Madison Mini-Marathon Course Cleanup Plan

Start Line

Cleanup crew will be responsible for sweeping the start line area on Langdon Street, Library Mall and the Memorial Union, picking up trash, clothes which were tossed at the start and any remaining trash. This trash will be taken to dumpsters in Lot 1 of UW Memorial Union. 100 cardboard trash boxes will be placed around the area to be used as receptacles.

Course

Each Aid Station will be responsible for cleaning the area around their station, including about ¼ mile past their station for any cups tossed after the station. They are required to do this as part of their Aid Station Manual and training. Vision Event Management on-course staff will monitor this at each station to ensure the volunteers are meeting this requirement. Volunteers will begin cleaning once the pack of runners has passed their station so they don't have to do all the cleanup after the last participant. 25 trash boxes with over 100 55-gallon trash liners will be supplied to each station to collect trash. Vision Event Management will also supply each station with 10 rakes, 10 shovels and a leaf blower to help the cleanup of cups and trash.

After the trash is picked up, bagged and stacked, it will be left at each station. Pelleterri will come through after the last participant and begin picking up the trash with a crew and a trash truck. All trash will be removed immediately following the event.

Recyclable materials will be stacked and bagged in the same process and will be ready for pickup by Pelleterri.

The directive VEM staff gives all on-course volunteers is to leave the area cleaner than it was when we arrived.



Route Vehicles

- 2 24' Ryder Box Trucks
 - o 2 for Aid Station Supplies
- 1 Ryder Sprinter Van- Coning
- 1 16' Ryder Box Truck for mile markers
- 1 Vision Event Management Truck Clocks
- 1 16' Ryder box truck Spray Stations
- 1 15-passenger van for back of the pack
- 1 Honda Vehicle leading the half marathon
- 2 school buses for course marshals
- 8 Gators for route supervisors
- 1 truck & trailer dropping generators for entertainment
- 1 24' Ryder box truck for barricades

Aid Station Location & Timeline

Aid Station	Intersection	Mile	First Participant	Last Participant
1	Dayton & Lake	1.6	7:07:00 AM	7:34:00 AM
2	Randall & Adams	3.25	7:16:00 AM	8:01:00 AM
3	Vilas Parkway & Orchard	4.75	7:23:00 AM	8:23:00 AM
4	Arborteum Drive & Arborteum Office	6.2	7:31:00 AM	8:50:00 AM
5	Seminole Highway & Manitou Way	7.5	7:39:00 AM	9:14:00 AM
6	Monroe & Nakoma	8.75	7:43:00 AM	9:29:00 AM
7	Speedway & Hillcrest	9.95	7:52:00 AM	9:55:00 AM
8	Allen & Van Hise	10.55	7:54:00 AM	10:02:00 AM
9	Walnut & Observatory Drive	11.3	7:54:00 AM	10:02:00 AM
10	Lakeshore Path & Porter Boathouse	12.2	8:01:00 AM	10:24:00 AM

2015 Madison Mini-Marathon Spray Station Locations

Location #	Location # Intersection	
1	Manitou Way & Nakoma	8.42
2	Glenway & Gregory	9.15
3	Allen & Van Hise	10.2
4	Walnut & Observatory Drive	10.75
5	Lakeshore Path & Porter Boathouse	12.2
6	Finish Line	13.1

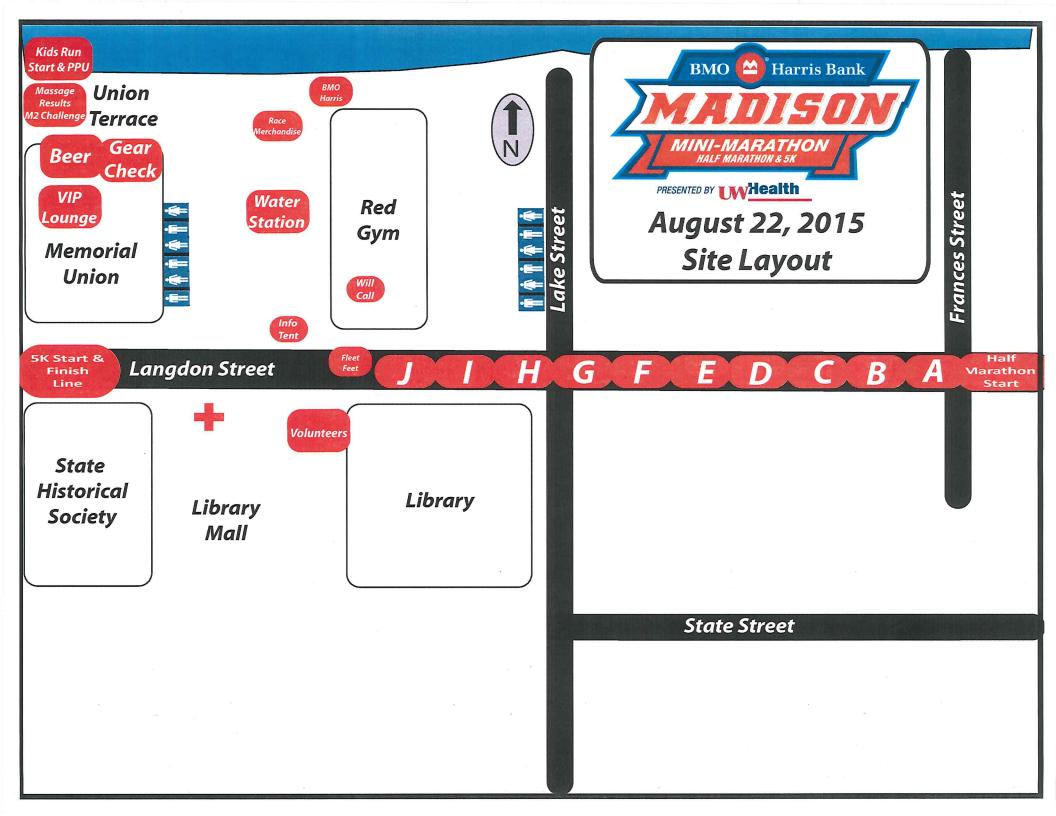
Equipment

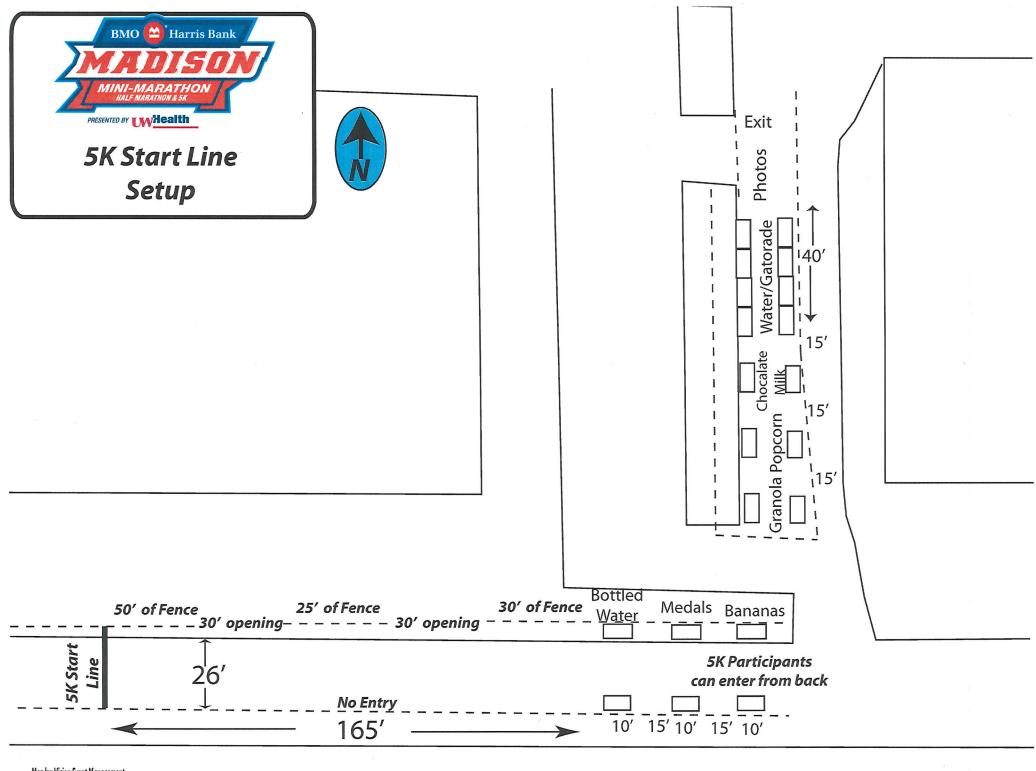
Upright piece base 2 sand bags

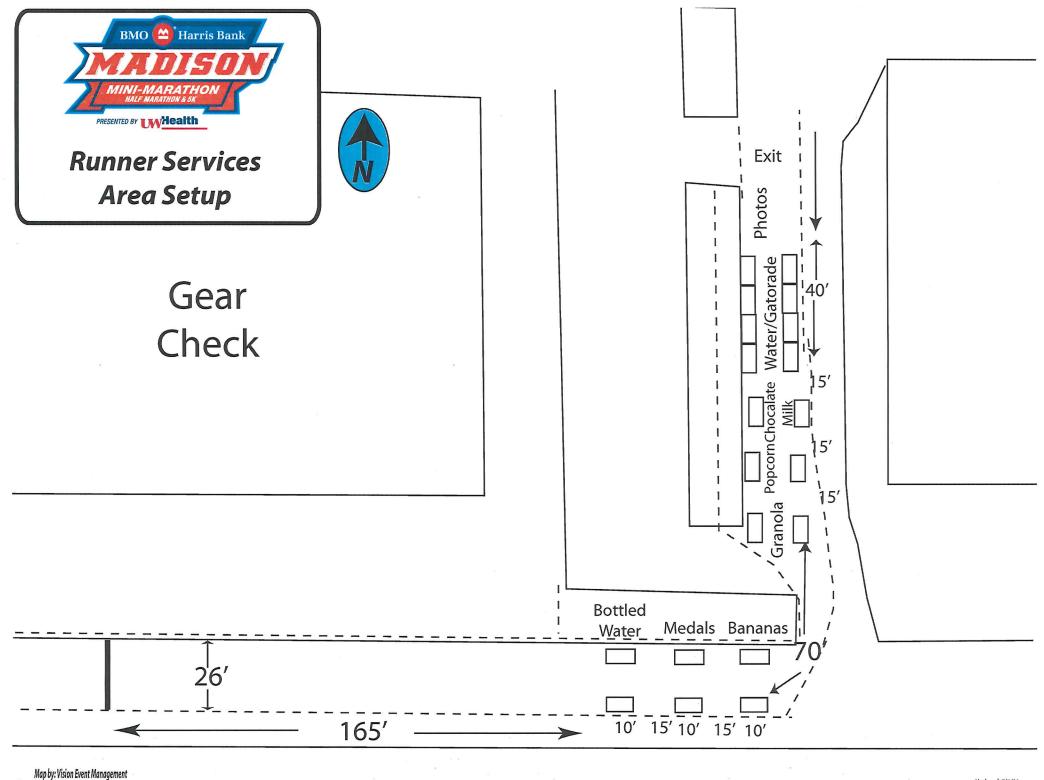
spray nozzle

short hose

long hose









Street Closures

Hosting the 7th Annual Madison Mini-Marathon & 5K will be another great opportunity to showcase the beautiful Madison community to thousands of runners and volunteers. But hosting a 13.1 mile event the morning of Saturday, Saturday, August 22nd will also come with some inconvenience for many of you conducting your normal business on a Saturday. Madison Mini-Marathon & 5K is proud to be a part of the Madison Community and being part of the community, it is important to give back. The Mini is not only helping people become active and exercise but it has committed to support the UW Health Department. The Mini will be donating a portion of the proceeds from the event to the Department of Obstetrics & Gynecology.

- Number of Participants: Over 6,000 participants, 750 volunteers (over 10,000 spectators)
- Race Time: Road restrictions will begin as early as 2:00 am on race day morning. The Half Marathon & 5K will begin at 7:00 am. Both
 races will be completed by 10:30 am. See information below or accompanying map for specific information regarding your area of the
 course.
- Partial Road Closures: Participants will be running on one half of the road around most of the course. Some areas will be temporarily
 closed. If you have plans for race day, please be aware that alternate routes may need to be taken that day.

Summary of Closures

- Langdon Street from Lake to Park (2:00 a.m. 12:00 p.m.)
- Langdon Street from Lake to Wisconsin (6:30 7:30 a.m.)
- O Wisconsin (Southbound Lanes) from Langdon to Capitol Square (6:45 7:30 a.m.)
- O Capitol Square (6:55 7:30 a.m.)
- O State Street from Capitol Square to Lake (6:45 8:15 a.m.)
- Lake Street from Langdon to Dayton (7:00 8:15 a.m.)
- O Dayton (Westbound Lanes) from Bedford to Randall (7:00 8:15 a.m.)
- Randall from Dayton to Campus Drive (7:00 8:15 a.m.)
- O Breese Terrace (Restricted) from University to Regent (7:00 8:15 a.m.
- O Monroe from Regent to Randall (7:00 8:15 a.m.)
- O Randall (Southbound Lanes) from Chandler to Dayton (7:00 8:15 a.m.)
- O Chandler from Randall to Garfield (7:00 8:30 a.m.)
- O Garfield from Adams to Vilas (7:00 8:30 a.m.)
- O Vilas (Northbound Lanes) from Garfield to Edgewood (7:00 8:45 a.m.)
- Vilas Park Drive from Vilas Ave. to Wingra (7:00 9:00 a.m.)
- O Wingra from Vilas Park Drive to Mills (7:00 -9:00 a.m.)
- Orchard (Southbound Lanes) from Wingra to Erin (7:00 9:00 a.m.)
- O Arboretum Drive (Westbound Lanes) from Mills to Seminole Highway (7:00 a.m. 9:30 a.m.)
- O Seminole Highway (Northbound Lanes) from Mohawk to Manitou Way (7:30 9:30 a.m.)
- Manitou Way (Northbound Lanes) from Seminole Highway to Nakoma Road (7:30 9:30 a.m.)
- O Nakoma Road (Northbound Lanes) from Manitou Way to Monroe (7:30 9:45 a.m.)
- O Monroe (Northbound Lanes) from Nakoma to Glenway (7:30 9:45 a.m.)
- O Glenway (Northbound Lanes) from Monroe to Speedway/Mineral Point (7:30 10:00 a.m.)
- O Speedway (Northbound Lanes) from Glenway to Regent (7:30 10:00 a.m.)
- Allen (Southbound Lanes) from Regent to University (7:30 10:15 a.m.)
- University (Westbound Lanes) from Allen to University (7:30 10:15 a.m.)
- Observatory (Westbound Lanes) from Park to Walnut (7:30 10:15 a.m.)
- Walnut (Northbound Lanes) from University to University Bay Drive (7:30 10:30 a.m.)
- O Park Street from University to Lake Mendota (6:30 11:00 a.m.)



Route Notification

Street Closures

The 7th Annual Madison Mini-Marathon & 5K will run on Saturday, August 22nd. This is to inform you that there will be some inconvenience for many of you conducting your normal business on a Saturday.

- Race Time: Road restrictions will begin as early as 2:00 am on race day morning. The Half Marathon & 5K will begin at 7:00 am. Both races will be completed by 10:30 am. See information for specific information regarding your area of the course.
- Road Closures: Participants will be using the all lanes of Langdon. If you have plans for race day, please be aware that alternate routes may need to be taken that day. There will be partial lane closures throughout other portions of the course. Please see the Madison Mini-Marathon website for more information.
- Race Related Noise: Please note there will be additional noise due to setup activities and entertainment during the time that the participants are running along the route in your area.
- Number of Participants: Over 6,000 participants, 750 volunteers (over 10,000 spectators)

Summary of Closures (times shown are the only times these roads are anticipated to be closed)

- Langdon Street from Frances to Park (2:00 a.m. 12:00 p.m.)
- Langdon Street from Frances to Wisconsin (6:30 7:30 a.m.)
- Wisconsin (Southbound Lanes) from Langdon to Capitol Square (6:45 7:30 a.m.)

For more information log onto www.MadisonMiniMarathon.com



Route Notification

The 7th Annual Madison Mini-Marathon & 5K will run on Saturday, August 22nd. This is to inform you that there will be some minor inconvenience for many of you conducting your normal business on a Saturday. This inconvenience will last from approximately 7:00 -7:30 a.m.

- Race Time: Half Marathon will begin at 7:00 am on Langdon Street in front of the UW Memorial Union. The first participants will be on the Square at 7:03 a.m. with the last participant exiting the Square onto State Street at approximately 7:22 a.m. See information for specific information regarding your area of the course.
- Road Closures: Participants will be using the curb lane and bus lane of Mifflin from
 Wisconsin to State Street. Barricades will be placed on both sides of the running lane to
 ensure the safety of vendors and customers. The barricades will be moved into place
 immediately before the first participants and removed immediately following the last
 participant. Please see the Madison Mini-Marathon website for more information.

