

Application for a Public Assembly Permit must be submitted to the City Clerk at least thirty (30) days prior to the date of the proposed assembly.

APPLICATION FOR PUBLIC ASSEMBLY PERMIT
AS REQUIRED BY SECTION 11-20 ET SEQ. OF
THE CODE OF ORDINANCES OF
THE CITY OF GULF SHORES, ALABAMA

Date: September 23, 2019

ORGANIZATION/SPONSOR Junction 311 LLC

ADDRESS 3624 Westfield St High Point, NC 27265

AGENT OR REPRESENTATIVE Mike Clark

TELEPHONE NUMBER (home) _____ (business) _____

Email ADDRESS _____@_____.

It is respectfully requested that a Public Assembly Permit be issued to the above named organization or sponsor.

The following required information is submitted for the review and approval of the appropriate City Departments and the City Council:

- a. Purpose of the Public Assembly: The Big Beach
Marathon and Half Marathon
- b. Dates of the Assembly: Saturday - Sunday, January 25-26, 2020
Saturday race starts at 9:00 AM and Sunday races start at 8:00 AM
- c. Time of the Assembly: from 6:00AM to 4:00PM for Sunday 1/26
7:00 AM - 12:00 PM Saturday, 1/25
- d. Estimated number of Participants/Attendees: 1000
- e. Estimated number of Vendors: TBD
- f. Location of Assembly (legal description of property if known): Saturday 1/25/20 - Gulf State Park parking lot at Beach Blvd & 135 across from The Lodge
Sunday, 1/26/20 - The Hangout, 101 E. Beach Blvd, Gulf Shores

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- g. Owner of Property: Shaul Zislin - The Hangout,
State of Alabama Gulf State park
Supply to Clerk a letter from owner of property permitting
use for activity, if not owned by applicant.

The Hangout can provide an approval letter as needed.

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Gulf Shores Addendum to Application for Public Assembly: Items H through K

h. We request city employees assistance in clean up of the site following the event. Junction 311 will collect trash bags to a central location at the site.

i. We will collect sales tax on sale of Junction 311 items and also ask vendors to do the same. We will pay all fees required by the City of Gulf Shores.

j. Preliminary route diagrams attached.

1 - We will need Gulf Shores Police assistance in planning where we will need officers and street closures. We will plan to submit an amended application when we have those details completed. Gulf Shores Fire & Rescue will be on site and at finish line and on call for course incidents.

2- Food provided by Hangout. Water source is Hangout. On course water stops to be supplied with 5 gallon water bottles.

3 - Junction 311 Endurance Sports will rent portable toilets as dictated by registration numbers. Hangout restroom facilities and Gulf Shores Public Beach restrooms also to be used.

4 - Gulf Shores Fire & Rescue will be on site and at finish line and provide medical support for Gulf Shores course segments. Orange Beach Fire & Rescue will provide medical support for segments in Orange Beach.

5 - Parking will be in surrounding public lots.

6 - No camping/trailer facilities offered.

7 - Small work lights may be used the morning of the event at the central race site.

8 - Communications - Mobile phones and hand held radios.

9 - Signage - 24" x 36" and 18" x 24" signs will used for mile markers, direction, and information signs for runners. An inflatable arch will be used at the finish line.

10 - We will follow noise ordinances. Music will play at the central race site and finish line.

11 - We request city trash barrels for central race site, to be monitored by city personnel and event volunteers. Will use The Hangout dumpster as needed. Aid station trash will be bagged and returned to central site for pickup.

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12 - The copy of our basic insurance certificate is attached. We will name the city as an additionally insured entity, and provide a copy, once race is approved.

- h. If applicant will need to use City employees for any part of the preparation and clean-up of the site, a separate agreement with the City will be required before issuance of the Permit.
- i. Applicant shall guarantee payment of business licenses and sales tax, if applicable to function.
- j. **Required attachments -- detailed explanation, including drawings and diagrams where applicable, of the prospective plan of the Permittee to provide for the following, as appropriate:**
 - (1) Police and fire protection (describe on-site security; Gulf Shores Police will do routine patrol and will respond to calls.)
 - (2) Food and water supply and facilities
 - (3) Health and sanitation facilities (specify number of portable toilet facilities to be furnished)
 - (4) Medical facilities and services including emergency vehicles and equipment
 - (5) Vehicle access and parking facilities (If the proposed public assembly is expected to require more parking than can be provided at the location of the assembly, the applicant must submit plans showing where additional parking will be provided and a letter from the owner of the property granting approval for such use.)
 - (6) Camping and trailer facilities
 - (7) Illumination facilities
 - (8) Communications facilities
 - (9) **Signage - Signage placement must be shown on diagram, comply with the City's Zoning Ordinance (Ordinance #1584, Chapter 18, Article XVI, Signs) and be approved by the Recreation and Cultural Affairs Director (or his agent) prior to the issuance of the Permit.**
 - (10) Noise control and abatement
 - (11) Facilities for daily clean up and waste disposal; final cleanup will be done within 24 hours after close (grease or oil disposal shall be monitored)

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- (12) Insurance and bonding arrangements -- Binder or other proof of coverage in proper amount shall be in the hands of the Clerk no later than five (5) days before the first day of the event.

The undersigned has authority to execute this application; and the requesting organized group, unincorporated association of persons, or corporation promises and agrees to abide by all the terms and conditions of Section 11-26, Code of Ordinances, under which a Public Assembly Permit is issued, and to abide by all rules and regulations of the City of Gulf Shores, Alabama.



SIGNATURE OF AGENT

By authority of Section 11-24 of the Code of Ordinances of the City of Gulf Shores, the requirement of an Assembly Permit shall not apply to any activity sponsored by the City, County or State.

The Permit shall be issued only after approval by the appropriate City Officials, as indicated below:

- a. Police Chief: _____ Date: _____
- b. Fire Chief: _____ Date: _____
- c. Public Works Director: _____ Date: _____
- d. Building Official: _____ Date: _____
- e. Planning & Zoning: _____ Date: _____
- f. Recreation & Cultural Affairs: _____ Date: _____
- g. City Administrator: _____ Date: _____

=====

Emily Tidwell

From: Emily Tidwell
Sent: Monday, October 28, 2019 3:25 PM
To: Edward J. Delmore; Hartly Brokenshaw; Lee W. Jones; Brandan Franklin; Mark Acreman; Grant Brown
Cc: Andy Bauer; Matt Young; Wanda Parris; Noel Hand; Mindy Singleton; Temple Smith; Layla Andrews; Alicia Talley; Jason Woodruff; Bo Smith; Josh Coleman
Subject: The Big Beach Marathon and Half Marathon
Attachments: SKM_C25819102815320.pdf

Tracking:	Recipient	Delivery	Read	Response
	Edward J. Delmore	Delivered: 10/28/2019 3:25 PM		Approve: 10/28/2019 3:25 PM
	Hartly Brokenshaw	Delivered: 10/28/2019 3:25 PM	Read: 10/28/2019 9:14 PM	Approve: 10/30/2019 4:12 PM
	Lee W. Jones	Delivered: 10/28/2019 3:25 PM	Read: 10/29/2019 8:05 AM	Approve: 10/29/2019 8:06 AM
	Brandan Franklin	Delivered: 10/28/2019 3:25 PM	Read: 10/29/2019 7:23 AM	Approve: 10/29/2019 7:23 AM
	Mark Acreman	Delivered: 10/28/2019 3:25 PM	Read: 10/28/2019 3:56 PM	Approve: 10/29/2019 1:50 PM
	Grant Brown	Delivered: 10/28/2019 3:25 PM		Approve: 10/29/2019 9:55 AM
	Andy Bauer	Delivered: 10/28/2019 3:25 PM	Read: 10/29/2019 8:00 AM	Approve: 10/29/2019 8:02 AM
	Matt Young	Delivered: 10/28/2019 3:25 PM	Read: 10/28/2019 3:35 PM	Approve: 10/28/2019 3:42 PM
	Wanda Parris	Delivered: 10/28/2019 3:25 PM	Read: 10/29/2019 9:02 AM	Approve: 10/29/2019 9:02 AM
	Noel Hand	Delivered: 10/28/2019 3:25 PM	Read: 10/29/2019 10:25 AM	
	Mindy Singleton	Delivered: 10/28/2019 3:25 PM		
	Temple Smith	Delivered: 10/28/2019 3:25 PM		
	Layla Andrews	Delivered: 10/28/2019 3:25 PM	Read: 10/28/2019 3:48 PM	
	Alicia Talley	Delivered: 10/28/2019 3:25 PM	Read: 10/28/2019 3:25 PM	
	Jason Woodruff	Delivered: 10/28/2019 3:25 PM	Read: 10/28/2019 4:18 PM	
	Bo Smith	Delivered: 10/28/2019 3:25 PM	Read: 10/28/2019 5:03 PM	
	Josh Coleman	Delivered: 10/28/2019 3:25 PM	Read: 10/28/2019 4:17 PM	

CITY ADMINISTRATOR





Alabama's Coastal Connection

E 9th St

E 23rd Ave

E 24th Ave

E 22nd Ave

E 21st Ave

Dolphin Way

E 15th Ave

E 1st St

W 1st St

Adventure Island

Campground
Gulf State Park

Shelby Lakes

ALBERTA

180

59

treek

182

182

182

182

135

182

1

2

3

4

5

6

7

8

9

10

11

12

13

14

Rd 2

E 1st Ave

2nd



Big Beach Marathon

Key Personnel

Race Director: Mike Clark – 336-215-0564

Asst Race Director: Elaine Clark – 336-317-8871

Local Liason: Ellen Murphy - 251-747-4554

Course Coordinator: Tara Frame - 336-424-7697

Vendor Coordinator: Nikki Popovich – 443-722-7423

Medical Director - Using private medical professionals.

Will supply race day onsite primary contact as soon as we receive

Event Schedule

Saturday, January 25, 2020

6:45 AM – Load in and setup begins
7:15 AM – Late Packet Pickup Opens
8:45 AM – Late Packet Pickup Closes
8:50 AM – National Anthem
9:00 AM – Race Start 7K
10:15 AM – Award Ceremony 7K
10:30 AM – Course Officially closes
10:30 AM – Teardown begins
11:30 AM – Teardown complete

Sunday, January 26, 2020

5:45 AM – Load in and setup begins
6:15 AM – Late Packet Pickup Opens
7:45 AM – Late Packet Pickup Closes
7:50 AM – National Anthem
7:55 AM – Wheelchair participants start
8:00 AM – Race Start Marathon, Half Marathon & Marathon Relay
11:00 AM – Award Ceremony Half Marathon
2:00 PM – Award Ceremony Marathon & Marathon Relay
3:00 PM – Course Officially closes
4:00 PM – Post-race Party ends
4:00 PM – Teardown begins
6:00 PM – Teardown complete

Inclement Weather

Weather forecasts are tracked before the race for heavy rain, thunder and lightning, high winds and extreme heat. If there is a possibility of threatening weather, information will be posted on the Big Beach Marathon web site so that runners can prepare for severe weather during the race as well as possible course changes.

On race day, the Junction 311 LLC management team in consultation with the Medical Director and local law enforcement and fire and rescue departments will decide if any changes will be made to the race. The race start time can change, the race can be postponed or the event can be cancelled. No Refunds will be given if the event is cancelled due to severe weather. Water, fog and high winds may cause the course(s) to be changed or shortened.

Visible lightening will cause the race to be delayed until lightening stops for at least 15 minutes.

If high winds are present, extra care will be taken to secure race signage, start and finish areas, mile markers, banners, timing clocks and other equipment. Extreme winds may cause the race to be postponed.

Extreme heat can cause the race to be postponed or the course may be shortened. On hot days extra water will be available to runners, before, during and after the race.

Communication

Each volunteer will be supplied with the key personnel contact list. Water stop captains will be instructed to direct all non-emergency communication through the volunteer coordinator.

The volunteer coordinator will prepare a list of water stop captains and contact numbers for use by key personnel. As water stop captains and course monitor positions arrive at their post they will check in with the volunteer coordinator. Volunteers will check out with the volunteer coordinator once their assignment is complete.

We will have a course sweeper who stays behind the last runner in the race. The sweeper will inform the volunteers that the last person has passed and that their assignment is complete. The sweeper will also communicate with the volunteer and course coordinators to keep them informed of the race progress.

We will have a bike lead for the marathon to lead the runners on the course.

The course coordinator will be mobile and on the course during the race and will communicate and coordinate with volunteer coordinator to ensure smooth operations.

Water Stations

- | | |
|-----|---------|
| 1. | Mile 2 |
| 2. | Mile 4 |
| 3. | Mile 6 |
| 4. | Mile 8 |
| 5. | Mile 10 |
| 6. | Mile 12 |
| 7. | Mile 14 |
| 8. | Mile 16 |
| 9. | Mile 18 |
| 10. | Mile 20 |
| 11. | Mile 22 |
| 12. | Mile 24 |

First Aid

Private medical personnel will supply medical support at Mile 22 on the course. Each water stop will have basic first aid supplies. Volunteers will be at water stops.

Emergency

Ambulance with ALS crew on standby at Start finish line for spectators/runners. Private personnel at mile 22.

Water stop and course monitor volunteers will be instructed to call 911 FIRST if a runner or spectator is down and looks to be in a life threatening situation. Subsequently they will contact volunteer coordinator and the medical director.

Water stop and course monitor volunteers will be instructed to contact volunteer coordinator and medical director if any runner appears to be having a particularly difficult time.

The course coordinator is an experienced runner and CPR certified and will also be observing runners and assist as needed.

In the event of an area wide emergency, the volunteer coordinator would contact all water stop captains first and give them instructions on what to communicate to runners.

We would coordinate with Gulf State Park personnel, GSFR and OBFR to evacuate runners from the park if that became necessary.

Big Beach Half Marathon Turn by Turn

1. Start on entrance East Gulf Place
2. Cross Beach Blvd to 1st St
3. Left on 2nd Ave
4. Right on Hwy 59
5. Right on E 14th Ave
6. Right on Coyote Crossing Trail
7. Proceed on to Park Road 2 Trail to turnaround
8. Head back on Park Road 2 Trail and turn right on Gulf Oak Ridge Trail
9. Right on Powerline Rd
10. Left on Catman Rd
11. Right on Rosemary Dunes Trail
12. Right on Beach Mouse Bypass Trail
13. Cross Campground Rd
14. Left on trail/sidewalk
15. Right on West Wetlands Trail
16. Left on pedestrian crossing Hwy 135
17. Straight to cross Beach Blvd at Hwy 135
18. Right in coned bike lane on south side of Beach Blvd (will need to cross entrance to pier)
19. Left into East Gulf Place to Finish

Big Beach Marathon Turn by Turn

1. Start on entrance East Gulf Place
2. Cross Beach Blvd to 1st St
3. Left on 2nd Ave
4. Right on Hwy 59
5. Right on E 14th Ave
6. Right on Coyote Crossing Trail
7. Proceed on to Park Road 2 Trail to turnaround
8. Head back on Park Road 2 Trail and turn right on Gulf Oak Ridge Trail
9. Right on Powerline Rd
10. Left on Catman Rd
11. Right on Cotton Bayou Trail and go to turnaround
12. Proceed back to Catman Rd and turn right
13. Left on sidewalk/trail at Hwy 181
14. Left into exit from Orange Beach Municipal Complex
15. Left on Rattlesnake Ridge Trail
16. Right on Twin Bridges Trail
17. Proceed on to Gulf Oak Ridge Trail
18. Left on to Park Rd 2 Trail
19. Left on to bike lane at Campground entrance
20. Follow bike lane to connect with new trail built around campground
21. Right on Powerline Rd
22. Left on Catman Rd
23. Right on Rosemary Dunes Trail
24. Right on Beach Mouse Bypass Trail
25. Cross Campground Rd
26. Left on trail/sidewalk
27. Right on West Wetlands Trail
28. Left on pedestrian crossing Hwy 135
29. Straight to cross Beach Blvd at Hwy 135
30. Right in coned bike lane on south side of Beach Blvd (will need to cross entrance to pier)
31. Left into East Gulf Place to Finish

Big Beach 7K Turn by Turn

1. Start in fWest end of the parking lot at the corner of Beach Blvd and 135
2. Proceed through the parking lot to pedestrian trail
3. Follow trail to Campground Rd
4. Turn left on trail
5. Proceed on trail to turnaround point
6. Turnaround and follow same route back to the finish



STATE OF ALABAMA
DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES
PARKS DIVISION

RELEASE AND INDEMNITY AGREEMENT

KNOW ALL MEN BY THESE PRESENTS

That I/we Michael E. Clark/owner.Junction.311.LLC.

PLEASE PRINT YOUR FI

residing at 3624 Westfield St., High Point, NC 27265-2112

STREET ADDRESS

CITY

STATE

being of lawful age, for and in consideration of entry on or the use of park land or property, do hereby release and forever discharge the State of Alabama, Natural Resources, Parks Division, or its agents or employees, from any and all actions, causes of actions, claims and demands for, upon, or by reason of ar and compensation whatsoever, which the undersigned now has/have or which hereafter may accrue on account of or in any way of growing out of any an and unforeseen bodily and personal injuries and property damage and the consequences thereof resulting or to result from the accident, casualty or event of or upon park land or property.

In further consideration of entry on or the use of park land and property, the undersigned hereby agrees to save harmless and indemnify the said Sa Conservation and Natural Resources, Parks Division, or its agents or employees, of and from any and all expenses arising because of any claim which may for loss and damage or personal injury as a result of any accident occurring in or upon the park land.

The undersigned further declare(s) and represent(s) that no promise, inducement or agreement not herein expressed has been made to the undersigned, entire agreement between the parties hereto, and that the terms of this RELEASE are contractual and not a mere recita

The undersigned has read the foregoing release and fully understands it. Signed, sealed and delivered this 24th day of Jul

CAUTION READ THIS AGREEMENT BEFORE SIGNING BELOW

Michael E Clark

Witness

Witness

Witness

PERMIT



This is your receipt of this agreement, keep it with you and present it upon demand to any agent or employee of the of Conservation and Natural Resources, Parks Division.

Fee Waiver Application

Name of Organization Junction 311, LLC

Website Address junction311.com

Type of Event Marathon, Half Marathon & 7K

Contact Person Mike Clark

Address 3624 Westfield St.

High Point, NC

Phone Number 336-215-0564

Email Address mike@junction311.com

Is this a non-profit 501c(3) organization? No

If not, please explain Junction 311 is the producer of the event. A portion of the proceeds will go to benefit our charity/501c(3) partner, The Alabama Gulf Coast Zoo. We will also name Gulf State Park as a sponsor and encourage runners to stay at park cabins.

Date and Time of Event January 25, 2020 6:00 AM - 11:00 AM
January 26, 2020 6:00 AM - 3:00 PM

Type of fee(s) to be waived Any fees for use of back country trails.

Number of people involved in fee(s) to be waived 1000 runners

A Release and Indemnity Agreement is attached. Please fill out and return to Park Manager or his designated representative before event.

Allow a minimum of two weeks to process a request for all fee waivers. The State Parks Director has to review and approve each request.

Approved _____
Gregory M. Lein, State Parks Director

Date _____

ALABAMA STATE PARKS
"NO FEE" USE AGREEMENT FOR PARK FACILITIES

Thank you for considering one of Alabama's State Parks to be the location of your event. You have requested, and we have approved, your use of the park facilities shown below without requiring the usual and customary rental or use fee. In token of this waiver, you and your group agree to the following:

1. All reasonable means will be taken to make your visit here a safe and happy one. We are required to conform to all local and state health, welfare and safety laws. Most of our rules are based on what is required and we expect our guests to abide by them. Please read these Rules & Regulations ("Rules & Regs") carefully before moving into the assigned area. If you have any questions, please ask a Park Manager or Ranger.
2. Consideration and courtesy for others will keep this park a pleasant place. We are glad you chose this as your location and we, as management, will try our best to make it a place you will enjoy. If you have any suggestions for improvement, please bring them to the attention of a Park Manager or Ranger.
3. *The costs to operate our parks, day in and day out, are paid by our guests' admittance and user fees. Most of our guests are not aware of this. And while we are happy to honor your request, we ask that you partner with us to increase the number and frequency of guests enjoying our parks:*
 - A. *We would like you to recognize this Park before your group for waiving the fees associated with your event.*
 - B. *We ask that you inform your party that users pay for the Park's operation, not "tax money."*
 - C. *We ask that your group make an effort to come back and enjoy our Parks as often as you can as paying customers; tell your family and friends; and bring your family and friends! "Partners Pay the Way!"*

ACCEPTANCE BY PARTNER(S)

I acknowledge that I have read and understood the foregoing Rules & Regulations, and by taking possession of the Property assigned to me by Management, I accept and hereby agree to comply with these Rules & Regulations.

This 24th day of June, 2019.

Signature of Partner

Junction 311, LLC

Name of Entity/Organization (print)

Printed Name: Michael E. Clark

Mailing Address: 3624 Westfield St.

City, State, Zip: High Point, NC 27265 Phone: 336-215-0564

Location: _____

Park Manager or Ranger signature: _____



TO: City of Gulf Shores
Office of Recreation and Cultural Affairs
Attention: Grant Brown, Matt Young

We are aware the Fifth Annual Big Beach Marathon will be held on Sunday, January 26th, 2020. We understand that because we are located on or near the marathon route, our business/organization may be affected. Traffic and/or parking and/or facility access may be affected at some time during the hours of 6:00 A.M. and 5:00 P.M. on Sunday, January 26th, 2020. We have met with Mike Clark, Big Beach Marathon Race Director and Ellen Murphy, Big Beach Marathon Community Representative to discuss the details of this event and we do not oppose this event's application for a Public Assembly Permit for this date.

Business/Organization: The Hangout

Your Name (Please Print): DAVID ZISLEN

Signature: 

Date: 9/30/2019