

SUMMARY OF EVENT

DESCRIPTION

Event Title San Diego Humane Society and SPCA's 15th Annual Walk for Animals

Description The San Diego Humane Society and SPCA holds an annual fund-raising event, the Walk for Animals each year in May. Participants collect pledges from friends, family and others prior to the event. Based on the amount of pledge they raise, they are awarded prizes.
(This should be promotional in nature and cannot exceed 300 characters)

Admission None
(Information cannot exceed 300 characters)

- Event Category**
- Athletic/Recreation
 - Exhibits/Misc.
 - Festival/Celebration
 - Parade/Procession/March
 - Concert/Performance
 - Farmer/Outdoor Market
 - Museum Special Attraction
 - Dance
 - Circus
 - Carnival

Anticipated Attendance Total 3,000 Per Day 3,000

Anticipated Participants Total 3,000 Per Day 3,000

Setup Date 5/1/09 Time 7:00 am Day of Week Friday
Event Starts Date 5/2/09 Time 7:00 am Day of Week Saturday
Event Ends Date 5/2/09 Time 2:00 pm Day of Week Saturday
Dismantle Date 5/2/09 Time 2:00 pm Day of Week Saturday

Location Description All of Crown Point Shores, North, Middle and South
(Information cannot exceed 300 characters)

CITY OF SAN DIEGO
PARKS AND RECREATION
DEVELOPED REGIONAL
PARKS DIVISION

AM 7
PARKS CENTER

SUMMARY OF EVENT

- (Select one or more)
- Central San Diego (includes Gaslamp & Balboa Park)
 - Eastern San Diego
 - Mid-City San Diego
 - Northern San Diego (includes Mission Bay Park)
 - Southeastern San Diego
 - Southern San Diego
 - Western San Diego
 - Northeastern San Diego

CONTACTS

Host Organization San Diego Humane Society and SPCA

Professional Organizer Debra Hansen

Public Contact (Required) Name: Debra Hansen
 Telephone: (619) 243.3408

Non-Public Contact Name: Debra Hansen
(Required for internal use only) Telephone: (619) 243.3408

Media Contact Name: Simran Noon
(If different than Public Contact) Telephone: (619) 243.3437

Vendor Contact Name: _____
(If different than Public Contact) Telephone: () _____

Web Address www.sdhumane.org

Yes No

Is this an annual event? How many years have you been holding this event? 15

Is your event part of a larger marketing campaign (i.e. *Buds 'n Blooms, San Diego for the Holidays*, etc.)?

If yes, please list _____

APPLICANT AND HOST ORGANIZATION INFORMATION

A written communication from the Chief Officer of the Host Organization authorizing the applicant and/or professional event organizer to apply for this Special Event Permit on their behalf must be submitted with your permit application.

Host Organization San Diego Humane Society and SPCA

Chief Officer of Host Organization Mark Goldstein, DVM, CAWA; President

Applicant Name Debra Hansen

Address Street 5500 Gaines Street

City San Diego State CA Zip 92110

Telephone Day 619.243.3408 Evening 858.335.9437 Fax 619.299.5398 Pager/Cellular 858.335.9437

Please list any professional event organizer, event service provider, or commercial fund-raiser hired by you that is authorized to work on your behalf to plan, produce and/or manage your event.

Applicant Name Pacific Event Productions (event management)

Address Street 6989 Corte Santa Fe

City San Diego State CA Zip 92121

Telephone Day 858.458.9908 Evening _____ Fax 858.458.1173 Pager/Cellular 858.442.3687

ORGANIZATION STATUS/PROCEEDS/REPORTING

Yes No

Is the Host Organization a commercial entity?

Is the Host Organization a bona fide tax exempt, nonprofit entity? If yes, you must attach to this application a copy of your IRS 501(C) tax exemption letter providing proof and certifying your current tax exempt, nonprofit status.

Are patron admission, entry or participant fees required?
If yes please provide amounts: _____

Are vendor or other fees required?
If yes please provide amounts: Sponsors may have vendor booth

\$ 375,000 Estimated gross receipts including ticket, entry, vendor, product and sponsorship sales from this event.
Please explain how this amount was computed: _____
Sponsorships, walker pledges, and donations

\$ 100,000 Estimated expenses for this event.

\$ 275,000 What is the projected distribution or net dollar amount the Host Organization will receive from this event?

SITE PLAN/ROUTE MAP

Your event site plan/route map should be submitted in blueprint or CAD format and include but not be limited to:

- An outline of the entire event venue including the names of all streets or areas that are part of the venue and the surrounding area. If the event involves a moving route of any kind, indicate the direction of travel and all street or lane closures.
- The location of fencing, barriers and/or barricades. Indicate any removable fencing for emergency access.
- The provision of minimum twenty foot (20') emergency access lanes throughout the event venue.
- The location of first aid facilities and ambulances.
- The location of all stages, platforms, scaffolding, bleachers, grandstands, canopies, tents, portable toilets, booths, beer gardens, cooking areas, trash containers and dumpsters, and other temporary structures.
- A detail or close-up of the food booth and cooking area configuration including booth identification of all vendors cooking with flammable gases or barbecue grills
- Generator locations and/or source of electricity.
- Placement of vehicles and/or trailers.
- Exit locations for outdoor events that are fenced and/or locations within tents and tent structures.
- Identification of all event components that meet accessibility standards.
- Other related event components not listed above.

NARRATIVE

Please provide a narrative and timeline of your event. You may provide this information as an attachment if necessary.

The San Diego Humane Society and SPCA holds an annual fund-raising event, the Walk for Animals every year. This will be our 15th annual walk and we are anticipating that it will be held again at Crown Point Shores on Saturday, May 2, 2009.

Over 3,000 people and 1,000+ dogs will participate in the event. Funds are raised via sponsorships and donations, however the vast majority of support comes from pledges that our walkers collect from family, friends, and others.

Set-up for the event will be on Friday, May 1, 2009 and takes all day to complete. The event will be held the following day, Saturday, May 2nd. Participants begin to arrive around 7a.m. to register for the walk. While waiting for the walk to begin at 9 am they enjoy a pancake breakfast, doggie activities and visit our sponsors at vendor village.

SECURITY PLAN

Yes No

Have you hired a licensed professional security company to develop and manage your event's security plan? If yes, you are required to provide a copy of the security company's valid Private Patrol Operator's License issued by the State of California.

Security Organization Off Duty Officers, Inc.

Address Street 10671 Roselle Street Ste. 202

City San Diego State CA Zip 92121

Telephone Day 888.408.5900 Evening _____ Fax 866.658.0636 Pager/Cellular (619) 278-8710

Private Patrol Operator License # 11591

Please describe your security plan including crowd control, internal security or venue safety, or attach the plan to this application. Because we set up the day before the event, Reliance Support Service stays on-site through out the night to ensure that items are not stolen. When they go off duty at approximately 7 am two off duty police officers take their place until the event is over. The officers have their own radios as well as walkie-talkies that we provide to them.

MEDICAL PLAN

Yes No

Have you hired a licensed professional emergency medical services provider to develop and manage your event's medical plan?

If yes, please list: _____

Medical Services Provider _____

Address Street _____

City _____ State _____ Zip _____

Telephone Day _____ Evening _____ Fax _____ Pager/Cellular _____

Please describe your medical plan including your communications plan, the number, certification levels (MD, RN, Paramedic, EMT) and types of resources that will be at your event and the manner in which they will be managed and deployed. Your plan should include hours of setup and dismantle of medical aid areas. You may attach the plan to this application if necessary.

We have a basic First Aid Station located on-site (see map) in which is located a First Aid kit. In the event of a medical emergency all event staff carry walkie-talkies to communicate with one another and cell phones. They have all been instructed to call 911 if a serious emergency arises.

ACCESSIBILITY PLAN

This checklist is intended to serve as a planning guideline and may not be inclusive of all City, County, State and Federal access requirements. You may attach more detailed information if necessary.

Yes No

- Will there be a Clear Path of Travel throughout your event venue? Please describe Our route will be primarily on the sidewalks, any other area we use will be accessible to everyone, clearly marked by cones and volunteers will be on-site to direct them.
- Have you developed a Disabled Parking and/or Transportation Plan (including the use of public transportation or shuttle services) for your event? Please describe The disabled available parking at Crown Point Shores is utilized and Ace Parking directs event parking. Volunteers sponsors and over flow parking is at Ski Beach.
- Will a minimum of 10% of portable rest rooms at your event be accessible? Please describe We contract with United Site Services for portable restrooms. We also rent disabled access restrooms from them.
- Will all food, beverage and vending areas be accessible? Please describe Throughout the event site we have hanging banners that indicate where everything is located. They are all accessible to everyone. (see map)
- Will all signage be provided in highly contrasting colors and placed so pedestrian flow will not obstruct its visibility? Please describe Our banners are our signage. Along the walk route we have volunteers assigned to direct people. Key volunteers wear bright yellow t-shirts labeled EVENT STAFF
- If telephones are provided, will at least one telephone at each phone bank have a volume control and is hearing aid compatible? Please describe n/a
- If an information center is provided at your event will customer service representatives be available to assist disabled individuals? Please describe We have an information booth staffed by our volunteers who can direct and assist them.
- If all areas of your event venue cannot be made accessible will maps or programs be made available to show the location of accessible rest rooms, parking, phones (if any), drinking fountains, and first aid stations? Please describe We provide site and route maps to our volunteers, staff and walkers.

PARKING AND SHUTTLE PLAN

Yes No

- Will your event involve the use of a parking and/or shuttle plan?
 If yes, please describe or provide an attachment of your plan We ask our volunteers and sponsors to park at Ski Beach and we contract with a shuttle company to shuttle them to Crown Point Shores. For our walkers there is designated parking at Crown Point Shores and we contract with ACE Parking to direct the parking of all cars.

SAFETY EQUIPMENT

Yes No

Will your event involve the use of traffic safety equipment?

If yes, please list: barricades and cones

Equipment Company CO's Traffic Control, Inc.

Address Street P.O. Box 1101

City Del Mar State CA Zip 92014

Telephone Day 858.259.0944 Evening 858.775.4600 Fax 858.259.0357 Pager/Cellular 858.775.4600

Equipment Setup: Date 5/1/09 Time 7:00 am

Equipment Pickup: Date 5/2/09 Time 2:00 pm

ENTERTAINMENT AND RELATED ACTIVITIES

Yes No

Are there any musical entertainment features related to your event?

If yes, complete the following information or provide an attachment listing all bands/performers, type of music, sound check and performance schedule.

Number of Stages 1

Number of Performers/Bands 2

Performer/Band name and music type strolling musicians

Will sound checks be conducted prior to the event?

If yes, Start time 8:00 am Finish time 8:10 am

Will sound amplification be used?

If yes, Start time 8:15 am Finish time 2:00 pm

Do you plan to have a patron dance component to either live or recorded music at your event?

If yes, please describe _____

Please describe the sound equipment that will be used for your event _____

Amplified sound for announcements provided by MSI Production Services

Will inflatables, hot air balloons or similar devices be used at your event?

If yes, please describe _____

Does your event include the use of fireworks, rockets, lasers, or other pyrotechnics?

If yes, please describe _____

Will your event include the use of any signs, banners, decorations, or special lighting?

If yes, please describe Directional signage and banners

Will there be massage activities at your event?

If yes, please describe _____

Do your event plans include any casino games, bingo games, drawings or lottery opportunities?

If yes, please describe _____

ALCOHOL

Yes No

Does your event involve the use of alcoholic beverages?

If yes, please check all that apply:

- Free/Host Alcohol
- Alcohol Sales
- Host and Sale Alcohol
- Beer
- Beer and Wine
- Beer, Wine and Distilled Spirits

Please describe your security plan to ensure the safe sale or distribution of alcohol at your event. _____

FOOD CONCESSIONS OR PREPARATION

Yes No

Does your event include food concession and/or preparation areas?

If yes, please describe how food will be served and/or prepared _____

~~Our volunteers make pancakes on gas griddles for our walkers, staff and volunteers. We hand out water, juice, muffins and fruit.~~

Do you intend to cook food in the event area?

If yes, please specify method:

- Gas
- Electric
- Charcoal
- Other (specify) _____

[Faint signature or stamp]

CONCESSIONAIRES

Yes No

Will items or services be sold at your event?

If yes, please describe or attach a complete list of vendors and include a sample of the vendor pass that will be used.

~~We are just beginning to send out our sponsorship packages, so we do not have a list of sponsors. We do not use a vendor pass, instead all sponsors are on a check-in list. Sponsors can sell items~~

Will items or services sold at your event present unique liability issues (e.g. body piercing, massage, animal rides, etc.)?

If yes, please describe or attach a complete list of vendors.

PORTABLE REST ROOMS

You are required to provide portable rest room facilities at your event, unless you can substantiate the sufficient availability of both ADA accessible and nonaccessible facilities in the immediate area of the event site which will be available to the public during your event.

Yes No

Do you plan to provide portable rest room facilities at your event?

If yes: Total number of portable toilets 18

Number of ADA accessible portable toilets 2

If no: Please explain: _____

Rest Room Company United Site Services

Address Street 1527 South Coast Highway

City Oceanside State CA Zip 92054

Telephone Day 800.638.1233 Evening 760.801.5571 Fax 626.454.5916 Pager/Cellular 760.801.5571

Equipment Setup: Date 5/1/09 Time 8:00 am

Equipment Pickup: Date 5/2/09 Time 2:00 pm

Clara...

SANITATION AND RECYCLING

Number of Trash Cans 30

Number of Trash Cans with Lids 0

Number of Dumpsters with Lids _____
(One for every increment of 400 people)

Number of Recycling Containers 15

Sanitation Company United Site Services

Address Street 1527 South Coast Highway

City Oceanside State CA Zip 92054

Telephone Day 800.638.1233 Evening 760.801.5571 Fax 626.454.5916 Pager/Cellular 760.801.5571

Equipment Setup: Date 5/1/09 Time 8:00 am

Equipment Pickup: Date 5/2/09 Time 2:00 pm

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event.

Trash liners are replaced as needed and trash is disposed of in the dumpster. Urban Corps provides recycle bins and picks them up after the event. We contract with Gorilla Service Industries which is a professional event site clean-up company.

MITIGATION OF IMPACT

Yes No

Have you presented your event concept to the officially recognized community groups that represent the venue area? If yes, please attach letters of endorsement or support from each of these groups.

If no, please explain _____
We are scheduled to meet with the Mission Bay Park Committee on December 2, 2008.

Have you meet with the residents, businesses, places of worship, schools and other entities that may be directly impacted by your event? If yes, please attach a complete list of these entities.

If no, please explain _____
We meet with the Mission Bay Park Cttee. Two weeks prior to the event we deliver a notice to people who reside within a two block radius of the event

Do you have a sample of the notice that you propose to distribute two weeks prior to your event? If yes, please attach.

If no, please explain _____

MARKETING AND PUBLIC RELATIONS

Yes No

Will this event be marketed, promoted, or advertised in any manner?

If yes, please describe _____

~~We send out press releases and we produce 130,000 brochures~~

Will there be live media coverage during the event?

If yes, please describe _____

~~Yes, depending on what type of news day it is for the stations. We usually do have some sort of television coverage.~~

Will media vehicles be parked within the event venue?

If yes, please describe safety plan _____

~~Ace Parking and our PR people will be in contact with media and directing them to where they may park.~~

Do you have a plan to control or limit the placement and/or distribution of promotional signage, stickers, and other items?

If yes, please describe _____

~~Pacific Event Production and our staff place signage and banners and are responsible to take them all down right after the event.~~

INSURANCE REQUIREMENTS

Name of Insurance Agency Cavignac & Associates

Address Street 450 B Street, Suite 1800

City San Diego State CA Zip 92101

Telephone Day 619.234.6848 Evening _____ Fax _____ Pager/Cellular _____

Contact Name Merchant Mongold

Policy Type General Liability

Policy Amount One million

Policy Number PAC 3460489

AFFIDAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event under the San Diego Municipal Code and I understand that this application is made subject to the rules and regulations established by the City Council and/or the City Manager or the City Manager's designee. Applicant agrees to comply will all other requirements of the City, County, State, Unified Port District, MTDB, Federal Government, and any other applicable entity which may pertain to the use of the Event venue and the conduct of the Event. In the event that a possessory interest subject to property taxation is created by virtue of this use permit, I agree to pay all possessory interest taxes and the City shall not be liable for the payment of such taxes I further agree that the payment of any such taxes shall not reduce any consideration paid to the City pursuant to this use permit. I agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of San Diego.

Print Name of Applicant/Host Organization San Diego Humane Society and SPCA

Title Debra Hansen, Senior Development Associate

Signature *Debra Hansen*

Date 11/11/08

Print Name of Professional Event Organizer Pacific Event Productions

Title _____

Signature _____

Date _____



5500 Gaines Street
San Diego, CA 92110
tel 619/299 7012
fax 619/299 4269
www.sdhumane.org

PRESIDENT
Mark Goldstein, DVM, CAWA

BOARD OF TRUSTEES

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Fred Baranowski

**VICE CHAIRPERSON
FINANCE COMMITTEE**
David Hickey

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Wayne Hanson
Dave Mason
Judith Muñoz, Ph.D.
Beverly Oster Ornelas
John Parker (Life)
Anne Perry

ADVISORS
Patrick Meac
David Mittleman
David Sear

LIFE MEMBERS
Betsy Hillier
Vi & Dan McKinney

November 11, 2008

City of San Diego Office of Special Events
1250 Sixth Avenue, Suite 700
San Diego, CA 92101

Dear Special Events Committee,

On Saturday May 2, 2009, the San Diego Humane Society and SPCA will host its 15th Annual Walk for Animals.

All proceeds from this fundraising event go directly to support the San Diego Humane Society and SPCA in continuing its mission to promote the humane treatment of animals, prevent cruelty to animals and provide education to enhance the human-animal bond.

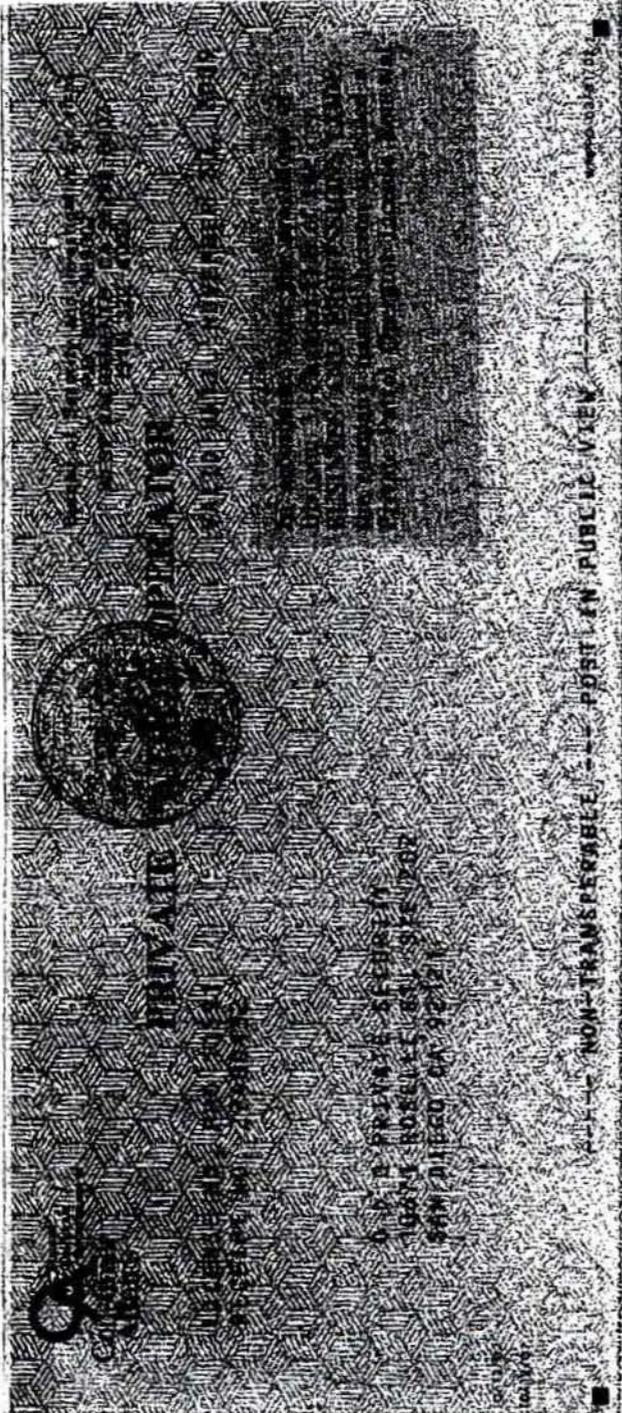
I have designated Debra Hansen from the San Diego Humane Society and SPCA, and Jim Lennox from Pacific Event Productions as the public contacts for this event. It is on behalf of the San Diego Humane Society and SPCA that Debra is completing and submitting this Special Event Permit Application.

Sincerely,

Mark Goldstein, DVM, CAWA
President

MG/dh





0002/0002

ALL COPY RIGHTS, INC.

11/11/2008 04:18 PM 000 000 0000

Nov 11 08 04:18P

SAN DIEGO HUMANE SOCIETY (619) 299-5398

P. 17



U. S. TREASURY DEPARTMENT
WASHINGTON 25

OFFICE OF
COMMISSIONER OF INTERNAL REVENUE

ADDRESSES SHOULD BE
COMMUNICATIONS OF INTERNAL REVENUE
WASHINGTON 25, D. C.
AND REFER TO

NOV 13 1957

TIR:PED:2
FCB

San Diego Humane Society for the Prevention
of Cruelty to Children and Animals
887 Sherman Street
San Diego 10, California

Gentlemen:

This refers to your application for exemption from Federal income tax under the provisions of section 501(c)(3) of the Internal Revenue Code of 1954, which corresponds to section 101(6) of the 1939 Code.

Our records disclose that in a ruling dated April 3, 1941, you were held to be exempt from Federal income tax under the provisions of section 101(6) of the 1939 Code.

Your purposes, as set forth in your charter, are, briefly, to encourage and promote enforcement and enactment of laws for the prevention of cruelty to children and animals; to foster public sentiment and high ideals of kindness and gentleness; and to maintain or assist in the maintenance of animal pounds or shelters. However, you state in your exemption application that "The organization does not engage in work pertaining to prevention of cruelty to children as this has been discontinued under the California law", but that your purpose is presently to operate an animal shelter and rescue service on a charitable nonprofit basis and engage in humane education.

It is the opinion of this office, based upon the evidence presented, that you are exempt from Federal income tax as an organization described in section 501(c)(3) of the Code of 1954, as it is shown that you are organized and operated exclusively for the prevention of cruelty to animals.

Accordingly, you are not required to file income tax returns unless you change the character of your organization, the purposes for which you were organized, or your method of operation. Any such changes should be reported immediately to the District Director of Internal Revenue, Los Angeles, California, in order that their effect upon your exempt status may be determined.



State of California

OFFICE OF THE SECRETARY OF STATE

A398455

CORPORATION DIVISION

I, *MARCH FONG EU*, Secretary of State of the State of California, hereby certify:

That the annexed transcript has been compared with the corporate record on file in this office, of which it purports to be a copy, and that same is full, true and correct.

IN WITNESS WHEREOF, I execute this certificate and affix the Great Seal of the State of California this

JAN 30 1991



March Fong Eu

Secretary of State



STATE OF CALIFORNIA

FRANCHISE TAX BOARD

5353 MISSION CENTER ROAD, SUITE 314
SAN DIEGO, CA 92108-1333

In reply refer to : 359ser
Date : 062392

San Diego Humane Society

887 Sherman St

San Diego, Ca 92110

EXEMPT LETTER OF GOOD STANDING

CORPORATE NAME

SAN DIEGO HUMANE SOCIETY AND S.P.C.A.

CORPORATE NUMBER

0017580 SD2HS

STATUS DATE

06 24 92

The above designated organization is currently exempt from tax under Section 23701 of the Bank and Corporation Tax Law and is in good standing with this office at the present time.

Public Service Information
Telephone: 1-(800) 852-5711



Sample flyer pending Mission Bay Park Committee's approval of date

* 2009 SAN DIEGO WALK FOR ANIMALS

It's just around the corner, the San Diego Humane Society and SPCA's 15th Annual Walk for Animals—a celebrated walk for humans and their canine companions which raises funds to support the many programs and services of the San Diego Humane Society.

We're excited to inform you of our plans to hold our event at Crown Point Shores again this year. Please know that we have been planning this event for some time, have appeared before the Mission Bay Park Committee and received their approval, and have taken steps to ensure the least possible impact to you and your community. If you have any questions or concerns please let us know within the next two weeks, so that we can address any questions or concerns you may have and, if requested, arrange a meeting with interested parties to discuss any concerns.

WHAT: The San Diego Humane Society and SPCA's 15th Annual Walk for Animals—this year's event, will include a short walk around the park, a pancake breakfast, strolling musicians and a vendor village. Set apart from similar festivities, the Society's walk brings to San Diego a fun-filled event for our community to enjoy with their well-behaved canine companions.

WHY: Proceeds from this event go directly to support the San Diego Humane Society and SPCA in continuing its mission to promote the humane treatment of animals, prevent cruelty to animals and provide education to enhance the human-animal bond.

These programs are vital to our San Diego community, and include animal care and adoptions, investigating reports of animal cruelty, neglect and abuse, emergency animal rescues, education programs for children and adults, Pet-Assisted Therapy visits to residential and healthcare facilities and more.

WHERE: Crown Point Shores Park
Corona Oriente Road, Mission Bay, San Diego

WHEN: Saturday, May 2nd, 2009 from 7:00 a.m. to 2:00 p.m.

SCHEDULE OF EVENTS:
7:30 am Registration
8:00 am Breakfast at the Beach
8:00 Announcements will begin
8:45 am Blessing of the Animals
9:00 am Walk Begins



EVENT CONTACT: Debra Hansen
Senior Development Associate
San Diego Humane Society and SPCA
Phone: 619-243-3408 · Fax: 619-299-5398

*On behalf of all of the animals -
Thank you!*

PF 280

3 - San Diego Humane Society for the Prevention
of Cruelty to Children and Animals -

Our ruling of April 3, 1941, is modified to conform to
this ruling.

The District Director of Internal Revenue, Los Angeles,
California, is being advised of this action.

Very truly yours,

J. F. Worley

Acting Chief, Pensions
and Exempt Organizations Branch

Site Map

San Diego Walk for Animals 2008
 Crown Point Shores
 Saturday, May 3, 2008
 6:00 a.m. until 12:00 Noon



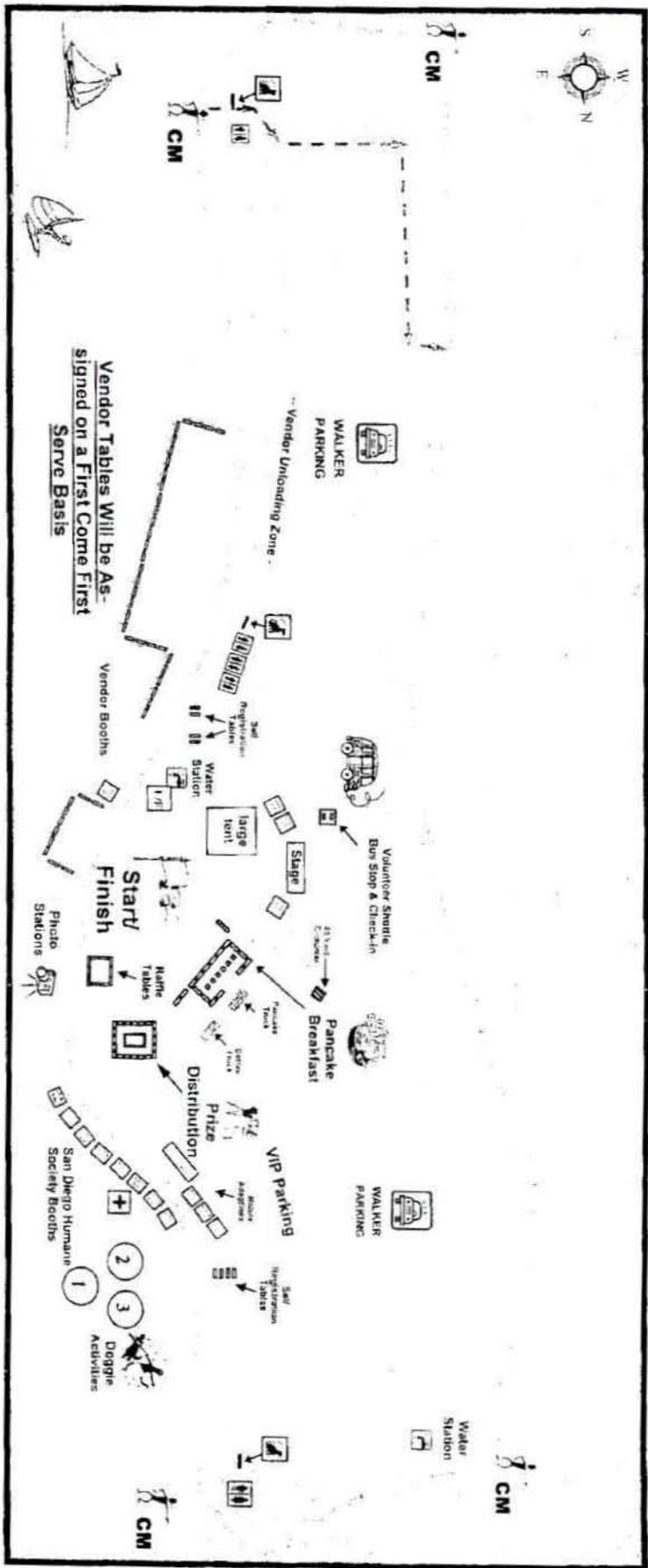
Legend

 - Concessions Market
 - Water Station
 - First Aid Station
 - Rest Rooms
 - Lost & Found
 - Animal Assistance

 Doggie Activities
 - Dog
 - Cat
 - Animal Assistance

VOLUNTEER & VENDOR PARKING

AVAILABLE AT SKI BEACH, WITH SHUTTLE TO MAIN WALK SITE EVERY 15 MINUTES

2008 Map

