



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Get Your Rear in Gear - TulsaDate(s) of Event: April 13, 2024Location Address: Start: 200 N Boston Ave
End: 100 N Boston AveCouncil District(s): 1

Event Description: Annual Get Your Rear in Gear - Tulsa 5K run/walk for colon cancer awareness. Through Get Your Rear in Gear-Tulsa, we empower the residents of Oklahoma by bringing understanding, raising awareness, and eliminating fear of colon cancer. Our grassroots campaign to drive early intervention and detection of colon cancer on a national level is collaborative at heart; we know change comes as we partner with others to connect people to resources that help them live strong and healthy lives. Because colon cancer is so treatable, we encourage people not to run from screening with Get Your Rear in Gear 5K Run/Walk events in communities across America

Event Category: Athletic/RecreationEvent Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Public Park, Lane Closure, Live Entertainment, Private Property, Street ClosureAnticipated Attendance: Total: 300Per Day: 300Anticipated Participants: Total: 300Per Day: 300Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Colon Cancer CoalitionWebsite: <https://coloncancercoalition.org/>Chief Officer of Host Organization: Jackie EvansEmail and Phone: jackie@coloncancercoalition.org 920-619-5379Applicant Name: Jackie EvansEmail and Phone: jackie@coloncancercoalition.org 920-619-5379Professional Event Organizer: Brian Hoover, TATUR RacingEmail and Phone: brian@tatur.org 918-869-9808On-site Contact: Jackie EvansMobile: 920-619-5379Billing Contact: Colon Cancer CoalitionPhone: 920-619-5379Billing Address: 5666 Lincoln Drive Suite 270
Edina, MN 55436

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 04/13/2024 Time: 6:00 AM
Street Closure for Event Setup: Date: 04/13/2024 Time: 8:00 AM
Street(s) to be Closed for Event Setup: Boston Ave between Reconciliation Way and Cameron St for Start/Finish Line Area
Event Start: Date: 04/13/2024 Time: 8:00 AM
Street Closure for Event Start: Date: 04/13/2024 Time: 9:15 AM
Street(s) to be Closed for Event Start: See course map.
Run, Walk, Parade Start Time: 9:45 AM - Kids' Fun Run
10:00 AM - 5K Run/Walk
Daily Event Hours: 8:00 AM - 12:00 PM
Event End: Date: 04/13/2024 Time: 12:00 PM
Street Reopens after Event End: Date: 04/13/2024 Time: 11:30 AM
Event Teardown: Date: 04/13/2024 Time: 12:00 PM
Street Reopens after Event Teardown: Date: 04/13/2024 Time: 12:00 PM

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 0
Number of Food Trucks: 0
Food Cooked on-site: No Fuel(s) to be used:
Number of Item Vendors: 0 Number of Service Vendors: 0
Number & Sizes of Tents: 2 (10X10s) Provider and Phone: ABCO Party Rentals (918) 583-6557
Number of Inflatables: Yes 1 Provider and Phone: Each year we bring out giant, inflatable colon as an educational tool. It is owned by our organization, the Colon Cancer Coalition (920) 619-5379
Number of Amusement Rides: No 0 Provider and Phone: NA
Use of fireworks, rockets, lasers, or other pyrotechnics: No
Provider and Phone: NA

Security, Medical, Traffic Control, Crowd Management and Parking Plans

Security and/or Police: Yes Contact, Email and Phone: TPD Special Events Unit (918) 586-6054/6067

Medical and/or First Aid Services: No Contact, Email and Phone: NA

Traffic Control Barricade Company: No Contact, Email and Phone: NA

Equipment Setup: Date: Time: Equipment Pickup: Date: Time:

Crowd Management Fencing Company: No Contact, Email and Phone: NA

Equipment Setup: Date: Time: Equipment Pickup: Date: Time:

Parking Type: Parking Garage, Street, ADA parking available

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): AGA/TEC, GSI, Central Bank of Oklahoma, American Bank of Oklahoma, Merck

Park: Yes Name of Park and Location: Guthrie Green 111 E Reconciliation Way

Drone: No

Portable Toilets: No Provider and Phone: Guthrie Green onsite restrooms

Total Number of Portable Toilets: 0 Number of ADA Accessible Portable Toilets: 0

Equipment Setup: Date: Time:

Equipment Pickup: Date: Time:

Other Event Information: Start/Finish Line: Boston Ave between Reconciliation Way and Cameron St.

8:00am - Registration

9:45am - Kids' Fun Run

10:00am - 5K Timed Run

10:00am - Untimed 5K Walk

11:00am - Runners Awards/Closing Ceremony

Post-5K Entertainment with Mary Cogan Band to follow

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 1

Performer/Band name and music type: Mary Cogan Band

Sound Amplification: Yes

Start Time: 8:00 AM

Finish Time: 12:00 PM

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

Guthrie Green Sound System

Sound checks conducted prior to the event: No

Start Time:

Finish Time:

Hot air balloons, fire lanterns or similar devices used at event: No Describe:

NA

Use of any signs, banners, decorations, or special lighting used at event: Yes Describe:

Yard signs and sponsor banners.

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Area will be cleaned up by event staff and volunteers. All trash and recycling will be removed and put in the designated Guthrie Green dumpsters.

Number of Trash Receptacles: 5

Number of Dumpsters: 5

Number of Recycling Containers: 5

Cleanup Service: No Provider and Phone: NA

Presented Event Concept to:

Residents, Schools, Neighborhood Assn, Business Assn, Businesses, Places of Worship

If not presented, please explain:

NA

Affidavit of Applicant

I certify that the information contained in this 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 this Event. I agree to comply with all requirements of the City, County and State, and any other regulatory entity related to this Event. I agree to pay and be financially responsible for any costs and fees that may be incurred by the City of Tulsa due to the Event. I further agree to indemnify and hold harmless the City of Tulsa, and all City of Tulsa officers, employees, agents, representatives, from any claims (including cost of defending such claims) or damages that may arise from activities related to the Event. I understand that a Permit does not excuse my failure to comply with orders of law enforcement personnel, firefighters, City Event personnel, or emergency workers, and does not provide immunity from civil claims of third parties that are based upon injuries sustained at, or in conjunction with this Event.

Initials: On File

For City of Tulsa Special Events Committee Use Only

Date received: 10/23/2023 Date routed: 12/01/2023 Date for review: 01/10/2024

Special Events Committee Recommendation: Meeting Review Yes ☒ No ☐ 12/13/2023

Date routed to Mayor: 12/28/2023 Mayor's Recommendation: Yes ☐ No ☐ _____

Date routed to Council: 12/28/2023 City Council Approval: Yes ☐ No ☐ _____

Date Permit Issued: _____ Comments: SEC meeting 12/13/2023. Mayor agenda
01/03/2024. City Council agenda 01/10/2024. Application revised 11/30/2023.





Tulsa
CITY OF
A New Kind of Energy.

GET YOUR REAR IN GEAR

9:45 a.m. Kid's Fun Run

10 a.m. 5K Timed Run

10 a.m. Untimed 5K Walk

 Staging Area

 Closure 8 a.m. to Noon

 Kid's Fun Run Course

 Closure 9:15 to 11:30 a.m.

 Kid's Fun Run Turnaround

 5K Racecourse

 Closure 9:30 to 11:15 a.m.

 5K Turnaround

 OSU-Tulsa Campus Access

 Expect Delays Crossing Route

 Kilometer Marker

 Parking Garage located on NE corner of 1st St. & Main St.

[WIN Special Events](#)

