City of Tulsa
SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Kibo Group Run to the Well  Date(s) of Event: April 18, 2020
Location Address: 101 W 81ST ST S  Council District(s): 2
Event Description: 5k, 15k and Fun Run. The 15k race primarily in the city of Jenks. Race will start/finish at the Riverwalk Crossing in Jenks. It will go north on Elm St., west on 81st St. (Tulsa) and south on Elwood Ave. back into Jenks.

Event Category: Athletic/Recreation
Event Includes: Tent/Canopy, Public Right of Way, Lane Closure

Anticipated Attendance: Total: 600  Per Day: 600
Anticipated Participants: Total: 500  Per Day: 500
Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Kibo Group International  Website: https://www.kibogroup.org/run
Chief Officer of Host Organization: Mary-Margaret Watson
Email and Phone: mwatson@metroca.com  918-232-1727
Applicant Name: Mary-Margaret Watson
Email and Phone: run@kibogroup.org  918-232-1727
Professional Event Organizer: TBD
Email and Phone:
On-site Contact: Todd Watson  Mobile: 918-760-3092
Billing Contact: Mary-Margaret Watson  Phone: 918-232-1727
Billing Address: 12716 Ash Ave  Jenks OK 74037
### Event Timeline and Lane/Streeet Closure Information

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Event Setup</td>
<td>04/18/2020</td>
<td>7:00 am</td>
</tr>
<tr>
<td>Street Closure for Event Setup</td>
<td>04/18/2020</td>
<td>7:30 am</td>
</tr>
<tr>
<td>Street(s) to be Closed for Event Setup</td>
<td>Elm St./Peoria Ave., 81st St. (Tulsa), Elwood Ave. route in primarily city of Jenks, wraps around north side of R.L. Jones, Jr. Airport.</td>
<td></td>
</tr>
<tr>
<td>Event Start</td>
<td>04/18/2020</td>
<td>8:00 am</td>
</tr>
<tr>
<td>Street Closure for Event Start</td>
<td>04/18/2020</td>
<td>7:30 am</td>
</tr>
<tr>
<td>Street(s) to be Closed for Event Start</td>
<td>See race course maps</td>
<td></td>
</tr>
<tr>
<td>Run, Walk, Parade Start Time:</td>
<td>15k 8:00 am</td>
<td>Fun Run 8:05 am</td>
</tr>
<tr>
<td></td>
<td>5k 8:40 am</td>
<td></td>
</tr>
<tr>
<td>Daily Event Hours:</td>
<td>8:00 am - 11:00 am</td>
<td></td>
</tr>
<tr>
<td>Event End</td>
<td>04/18/2020</td>
<td>11:00 am</td>
</tr>
<tr>
<td>Street Reopens after Event End</td>
<td>04/18/2020</td>
<td>11:00 am</td>
</tr>
<tr>
<td>Event Teardown</td>
<td>04/18/2020</td>
<td>11:00 am</td>
</tr>
<tr>
<td>Street Reopens after Event Teardown</td>
<td>04/18/2020</td>
<td>11:00 am</td>
</tr>
</tbody>
</table>

### 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
  - Provider and Phone: 10x10 in size. Kibo Group. 918.232.1727
  - Provider and Phone: Jumpin Jimny. 918.291.5867
  - 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: Contact, Email and Phone: Jenks Police Dept. provides primary security.  
918.299.6311  
Tulsa Police Dept. Special Events Unit.  
918.586.6054/6067

Medical and/or First Aid Services: Contact, Email and Phone: Jenks Police have 1st responder training.

Traffic Control Barricade Company: Contact, Email and Phone: NA

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

Crowd Management Fencing Company: Contact, Email and Phone: NA

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

Parking Type:  Paved Lot

Transportation Service:  No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s):  Kibo Group International

Name of Park and Location, if applicable: NA

Drone:  No

Portable Toilets:  Provider and Phone: Porta Johns of Tulsa. 918.836.8657

Total Number of Portable Toilets:  4  
Number of ADA Accessible Portable Toilets:  2

Equipment Setup: Date:  04/17/2020  Time:  5:00 pm

Equipment Pickup: Date:  04/18/2020  Time:  12:00 pm

Other information:  NA
**Entertainment and Related Activities**

Number of Stages: 0  
Number of Performers/Bands: 0  
Performer/Band name and music type: NA  
Sound Amplification: Yes  
Start Time: 7:30 am  
Finish Time: 11:00 am  
Please describe the sound equipment that will be used for your event:  

*Sound is located at the Riverwalk Crossing in Jenks. Event will have a PA and recorded music.*  
Sound checks conducted prior to the event: No  
Start Time:  
Finish Time:  
Describe hot air balloons, fire lanterns or similar devices used at event:  
NA  
Describe the use of any signs, banners, decorations, or special lighting used at event:  

*Road signs along the course in the grass warning cars of runners and providing race course direction.*

**Mitigation of Impact**

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: We have volunteers that will collect the road signs, water station supplies, and help clean up the start/finish area at the Riverwalk Crossing.  
Number of Trash Receptacles: 8  
Number of Dumpsters: 1  
Number of Recycling Containers: 3  
Cleanup Service Provider and Phone, if applicable: NA  
Equipment Setup: Date:  
Time:  
Equipment Pickup: Date:  
Time:  
Presented Event Concept to:  
Places of Worship  

**Avidavit 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: 12/3/2019  Date routed: 02/15/2020  Date for review: 02/26/2020

Special Events Committee Recommendation: □ Yes □ No

Date routed to Mayor: □ Yes □ No

Date routed to Council: □ Yes □ No

Date Permit Issued: □ Yes □ No

Comments: Form revised 02/15/2020.
USATF Certification
OK17011DG

Jenks Riverwalk 15k # 2
Jenks, OK – 15,000 meters

Effective Dates
3/20/17-12/31/27

Jenks, OK - 15,000 meters

Start/Finish Detail Map
Flying Tee Golf

S/F is on Riverwalk Dr, next to Flying Tee Golf. There are two sets of parking spots that are yellow. S/F is in line w/ the expansion seam of the median in line w/ the southern most of the two sets of yellow parking spots

Race Contact: Jordan Smith
jordan@StephenLSmith.com

Concrete barriers
Pedestrian Bridge

96th St Bridge

2nd Turn Detail Map

2nd Turn is on the pedestrian bridge, 7.47 m east of the End of the Pedestrian Bridge Structure

Measured by: Martin Updike on 3/16/17
martin@i40raceservice.com

1st Turnaround Detail Map

The 1st turn is 3.73 m west of the “35 MPH” & “End of School Zone” signs not far from the HWY 75 overpass

1k: On K Place, 2.3 m east of the 6th expansion seam east of the driveway of 107 K Place.
2k: On Elm St, 2.4 m S of the southern edge of the Baker Pools sign on the side of the Baker Pools Building
3k: On Elm St, 32.3 m S of the southern most yellow arrow sign just before the rd turns W and becomes 81st St
4k: On 81st St, 94.8 m NE of the 25 MPH sign on the N side of 81st St
5k: On Elwood Ave, 4 m north of the north edge of the northern most driveway of 8155 S Elwood Ave.
6k: On Elwood Ave, 25.3 m S of the telephone pole on the E side of rd just south of the Jones Airport Entrance
7k: On 91st St, going west, 22.3 m east of the west edge of the driveway of 801 W 91st St
8k: On 91st St, going E, 5.8 m W of the west edge of the east entrance to Building A of Jenks West Elementary
9k: On K Place, 19 m west of the 2nd power from the intersection of K and Elwood on the south side of the road

10k: At the west edge of the intersection of 91st and Juniper St
11k: On K Place, at the center of the Birch & K Place Intersection
12k: On B St, 3.4 m east of the blue water pipe cover on the NE corner of Birch St & B St.
13k: On B St, 8.8 m W of the speed limit sign just before the course turns S into parking lot
14k: On the pedestrian bridge going back W, 12.5 m E of 7th light pole from the W end of bridge

S/F is on Riverwalk Dr, next to Flying Tee Golf. There are two sets of parking spots that are yellow. S/F is in line w/ the expansion seam of the median in line w/ the southern most of the two sets of yellow parking spots

Etched in the Race

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Concrete barriers
Pedestrian Bridge

96th St Bridge
Run to the Well - 15K Course Map

Start/Finish location: 300 Riverwalk Terrace, Jenks, OK 74037
Course Length: 15 Kilometers
Course is USATF certified