



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### **Summary of Event**

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Name of Event: Riverside 5000 Date(s) of Event: August 13, 2022  
 Location Address: 9555 S RIVERSIDE PKWY E Council District(s): 2  
 Event Description: 5K Running Race  
**Event Category:** Athletic/Recreation  
**Event Includes:** Amplified Sound, Public Right of Way, Public Park, Street Closure  
 Anticipated Attendance: Total: 800 Per Day: 800  
 Anticipated Participants: Total: 500 Per Day: 500  
 Number of Events for Monthly Event: NA

### **Host Organization, Applicant and Professional Event Organizer Information**

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Host Organization: Tulsa Runner Website: https://www.tulsarunner.com/  
 Chief Officer of Host Organization: Trani Matthews  
 Email and Phone: 918-232-5611  
 Applicant Name: Tulsa Runner Racing - Trani Matthews  
 Email and Phone: trani@tulsarunner.com 918-494-8800  
 Professional Event Organizer: Same  
 Email and Phone:  
 On-site Contact: Trani Matthews Mobile: 918-494-8800  
 Billing Contact: Tulsa Runner Racing Phone: 918-494-8800  
 Billing Address: 9708 Riverside PKWY  
Tulsa OK 74137

## ***Event Timeline and Lane/Street Closure Information***

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**Event Setup:** Date: 08/13/2022 Time: 6:00 AM

Street Closure for Event Setup: Date: 08/13/2022 Time: 6:15 AM

Street(s) to be Closed for Event Setup: Riverside Pkwy from 96th St to 91st St

**Event Start:** Date: 08/13/2022 Time: 7:30 AM

Street Closure for Event Start: Date: 08/13/2022 Time: 7:00 AM

Street(s) to be Closed for Event Start: Riverside Pkwy between 91st St and Casino Drive

Run, Walk, Parade Start Time: 5K Elite/Open Race: 7:30 AM  
18 & Under Race: 8:15 AM

Daily Event Hours: NA

**Event End:** Date: 08/13/2022 Time: 9:30 AM

Street Reopens after Event End: Date: 08/13/2022 Time: 9:30 AM

**Event Teardown:** Date: 08/13/2022 Time: 9:30 AM

Street Reopens after Event Teardown: Date: 08/13/2022 Time: 10:00 AM

## ***Secondary Permits Required***

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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 of Tents/Canopies: 0 Provider and Phone: NA

Number of Inflatables: 0 Provider and Phone: NA

Number of Amusement Rides: 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**

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Security and/or Police: Contact, Email and Phone: TPD Special Events Unit (918) 586-6054 for street closure and to lead the race

Medical and/or First Aid Services: Contact, Email and Phone: Will notify EMSA and have medical volunteer on-site

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: ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

**Sponsor and Other Event Information**

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Event Sponsor(s): Tulsa Runner

Name of Park and Location, if applicable: River Parks, NW corner of 96th St & Riverside Pkwy

Drone: No

Portable Toilets:    Provider and Phone: River Parks (918) 596-2008

Total Number of Portable Toilets: 3                      Number of ADA Accessible Portable Toilets: 0

Equipment Setup: Date: 08/12/2022                      Time: PM

Equipment Pickup: Date: 08/15/2022                      Time: AM

Other information: NA

**Entertainment and Related Activities**

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Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: NA

Sound Amplification: Yes

Start Time: 7:00 AM

Finish Time: 9:30 AM

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

Portable sound system for announcements and music in registration area

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:

NA

**Mitigation of Impact**

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Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: We will pick up all trash generated by the event

Number of Trash Receptacles: 5

Number of Dumpsters: 0

Number of Recycling Containers: 1

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Residents, Businesses, Other entities - We have had this event for over 10 years without any problems. We will notify QuikTrip, Apartments on the course and the Casino of the event.

**Affidavit of Applicant**

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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 third parties that are based upon injuries sustained at, or in conjunction with this Event.

Initials: On File

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**For City of Tulsa Special Events Committee Use Only**

Date received: 04/24/2022    Date routed: 07/20/2022    Date for review: 08/03/2022

Special Events Committee Recommendation: \_\_\_\_\_  Yes  No

Date routed to Mayor: \_\_\_\_\_    Mayor's Recommendation: \_\_\_\_\_  Yes  No

Date routed to Council: \_\_\_\_\_    City Council Approval: \_\_\_\_\_  Yes  No

Date Permit Issued: \_\_\_\_\_    Comments: Application complete 07/12/2022. Form revised 07/20/2022.



Turn Around

91st St

Riverside 5000  
Open Course  
Finish on 2nd Lap

ntitled Placemark

Turn Around

Finish Start