



BPAG 09/01/2011

City of Tulsa Special Event Permit Application

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Summary of Event

Event Title: Tulsa Public Schools School Pride Run Date of Event: 03/4/17
 Event Location: Guthrie Green/ 111. E Brady St. Council District: Brady Arts District 4
 Event Description: 5k Bike Ride/5k Run/ Mile Fun Run (Submit Flyer or Brochure in Electronic Format)
 Event Sponsors: TBA
 Anticipated Attendance (participants, staff, vendors, crowd, etc.): Total: 500 Per Day: 500

Event Organizer Information

Organizing Agency: Tulsa Public Schools Physical Ed Web Address: tulsaschools.org
 Agency Contact: Jen Sanders Email Address: sandeje2@tulsaschools.org
 On-Site Contact: Jen Sanders On-Site Phone: 918-316-2189
 Billing Contact: Jen Sanders Billing Phone: 918-746-6106
 Billing Address: 3027 S New Haven Ave. Tulsa OK 74114

Agency Status: Profit Non-Profit Fundraiser? / What cause: Tulsa Public Schools PE/Health Dept

Site Plan and Route Map

Event Set-up: Date: 03/04/17 Day of Week: Saturday Time: 6 a.m.
 Street Closing for Set-up, Stages, Tents, etc.: Date: 03/04/17 Time: 6 a.m.
 Street(s) to be Closed: Boston Ave between Brady St and Cameron St for Start/Finish Line Set-up
 (Submit a Site Map in CAD/Electronic Format)

Event Opens: Date: 3/4/17 Day of Week: Saturday Time: 7 a.m.
 Street Closing for Race, Parade, Festival, etc.: Date: 3/4/17 Time: 7:30 a.m.
 Street(s) to be Closed: Course Map Submitted
 (Submit Route Map in CAD/Electronic Format)

Race, Parade, or Escort Start Times: 5K Bike Ride 8 a.m. | Mascot Dash 8:20 a.m. | 5K Run 8:30 a.m.
 Daily Festival or Street Party Times: 8:00AM-1:00PM - No Street activites after 9:30 | 1 Mile Fun Run 8:45 a.m.
 Road Race Service Co. and Phone: Tatur Racing (918) 244-6918

Event Closes: Date: 3/4/17 Day of Week: Saturday Time: 1 p.m.
 Street Opening: Date: 3/4/17 Day of Week: Saturday (course) Time: 9:30 a.m.
 Event Dismantle: Date: 3/4/17 Day of Week: Saturday Time: 9:30 a.m.
 Street Opening: Date: 3/4/17 Day of Week: Saturday (staging) Time: 10 a.m.

Secondary Permit Requirements

Yes No Is this an Open Air Event? Public Property Private Property Parking Lot
 Yes No Alcohol or Beer On-Site? Alcohol Sales Beer Sales Free Beverages
 Yes No Concessionaires On-Site? Number of Food Vendors: 2 Number of Item Vendors: TBA
 Yes No Food Preparation On-Site? Charcoal Electric Gas
 Yes No Tents or Stages On-Site? If yes, what sizes: _____
 Yes No Other Structures On-Site? If yes, please explain: _____
 Yes No Using a City or River Park? Name and location: Guthrie Green Downtown Tulsa

Security, Medical, Traffic, and Parking Plans

Yes No Security or Police On-Site? Agency and Phone: Rob Swain 918-749-9966 TPS
 If yes, please describe or provide an attachment of your plan: Tulsa City Officers at race intersections with as many tulsa reserve officers as possible.
 Yes No Medical First Aid On-Site? Agency and Phone: Steve Friebus 918-521-6339
 If yes, please describe or provide an attachment of your plan: Steve is the director of sports medicine. TPD radio contact with EMSA
 Yes No Using Barricade Company? Agency and Phone: _____
 If yes, the Barricade Co. providing equipment for the street closure must submit the plan in CAD/Electronic Format.
 Equipment Setup: Date: _____ Time: _____ Equipment Pickup: Date: _____ Time: _____
 Yes No Is there Parking Available? If yes, please describe or provide an attachment of your plan: Parking Garage 100 S Main /Guthrie Green Parking, Street Parking
 Yes No Is there Disabled Parking? If yes, please describe or provide an attachment of your plan: Guthrie Green Parking
 Yes No Using a Shuttle Service? If yes, please describe or provide an attachment of your plan: _____

Other Related Activities and Information

Yes No Entertainment On-Site? Live Music Recorded Music Dancing
 Fireworks Inflatables Animals Other (specify): Fitness Classes
 Yes No Sound Amplification? Setup Time: 7:00AM Start Time: 8:00AM Finish Time: 12:00PM
 Yes No Certificate of Insurance? Agency and Phone: Tulsa Public Schools 918-746-6350
 If yes, submit certificate. If no, please explain: Pending
 Yes No Portable Rest Rooms? Agency and Phone: Porta-Johns provided by Guthrie Green
 Number of Portable Rest Rooms: TBD Number of Disability Accessible Portable Rest Rooms: TBD
 Equipment Setup: Date: TBD Time: TBD Equipment Pickup: Date: TBD Time: TBD

Mitigation of Impact

Please describe your plan for cleanup and removal of waste and garbage during and after your event: _____
 Guthrie Green Clean-up crew.

Number of Trash Receptacles: TBD Number of Dumpsters: TBD Number of Recycling Containers: TBD

Yes No Using a Sanitation Service? Agency and Phone: _____

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

Yes No Have you presented your event concept to the affected residents, businesses, churches, and schools?
 If yes, please attach a complete list of these entities. If no, please explain: Meeting with Brady Arts Business Assn.

Yes No Do you have a sample of the notice that you propose to distribute **two weeks prior to your event**?
 If yes, please attach in an electronic format. If no, please explain: Pending

Yes No Other Information? 1 Mile Fun Run Turnaround on John Hope Franklin Blvd between Elgin Ave and Detroit Ave.

Affidavit of Applicant

Tulsa Police officers and public safety services, and traffic-control signage and barricades will be required for street closings, traffic/crowd control, and security. The Organizing Agency has the responsibility to be aware of and comply with City Ordinances and Regulations including, but not limited to, Curfew Ordinance, City/County Public Health Regulations, and Police/Park Public Safety Requirements. An application approval does not imply City sponsorship. Review the instructions for further information in reference to Special Events. 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. I further certify that I, on the behalf of the Organizing Agency, am also authorized to commit that agency, 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 Tulsa and Police Department. Any omissions will delay the process.

Print Name: Jen Sanders Signature: Signature via Email Date: 11/15/16

Mail to: **Special Event Coordinating Committee, 175 East 2nd Street, Suite 590, Tulsa, Oklahoma 74103**
 Or Email to: **sbain@cityoftulsa.org**. Your electronic submission will serve as your electronic signature.

For City of Tulsa Special Event Coordinating Committee Use Only

Date received: 11.15.2016 Date routed: 01.30.2017 Date for review: 02.22.2017

If any agency feels there are any problems with this application, contact the event organizer and discuss the problems and solutions before this date: 02.11.2017. If any problems are resolved or not resolved by that time, a copy of this application and brief memo stating the solution or reason for the objection should be submitted to: Special Event Coordinating Committee, 175 East 2nd Street, Ste 590 OK 74103. For further information or discussion, contact the City of Tulsa Office of Special Events at 918.576.5636. Fax 918.699.3602.

Special Event Coordinating Committee Recommendation: Pending Yes No : _____

Date routed to Mayor: _____ Mayor's Recommendation: Yes No : _____

Date routed to Council: _____ City Council Approval: Yes No : _____

Comments: Form revised 01.30.2017.



USATF Certification
OK13115DG

Race for Grace 5k
Tulsa, OK – 5,000 meters

Effective Dates
12/30/13-12/31/2023



Start/Finish: On Boston Ave, 37.7 m from the stop sign at the corner on the NE corner of Boston Ave and Brady St. Also directly in line of the the 3rd set of street lights north of the Boston and Brady intersection.

1k/4k: On John Hope Franklin Blvd, at the stop sign on the the NE corner of John Hope Franklin Blvd & Elgin Ave

2k/3k: On Greenwood Ave, 4.9 north of the stop sign on the SW corner of Greenwood Ave and Latimer Place.

Turnaround: On Greenwood Ave, 15.7 m south of the stop sign on the SW corner of Greenwood Ave & Oklahoma St.

Shortest Possible Route was followed over the whole roadway (unrestricted route). Start/Finish, turnaround & km splits are marked with red paint & nails w/ washers.

Measured by Martin Updike of I:40 Race Service on 12/18/2013
918-577-1956, martin@i40raceservice.com

Elevations:
Start: 215 meters Finish: 215 meters
Lowest: 207 meters Highest: 225 meters

Race Contact:
Amy Synar, Grace Hospice Foundation
918-500-9434, ghfoundok@gmail.com

