



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: Joy in the Cause 5K - Your Cause Matters Date(s) of Event: Sept. 14, 2018  
Location Address: 2105 S JACKSON AVE W Council District(s): 4, 2  
Event Description: 5:30 to 7:30 p.m. Registration and Packet Pick-up, 7 p.m. One Mile Fun Run, 7 to 10 p.m. Concert, 7:30 p.m. 5K Run including Mavis Pearl, Tulsa Food Trucks, Pinot's Palette Selfie Booth and Village of Causes.

**Event Category:** Athletic/Recreation

**Event Includes:** Amplified Sound, Tent/Canopy, Generator/Electricity, Beer/Alcohol Sales, Public Right of Way, Public Park, Live Entertainment, Food Sales, Merchandise Sales, No Parking Signage, Street Closure

Anticipated Attendance: Total: 2000 Per Day: 2000

Anticipated Participants: Total: 1000 Per Day: 1000

Number of Events for Monthly Event: NA

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

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Host Organization: Joy In the Cause Website: www.joyinthecause.run

Chief Officer of Host Organization: Skipper Bain

Email and Phone: info@joyinthecause.org 918-998-0538

Applicant Name: Skipper Bain

Email and Phone: info@joyinthecause.org 918-998-0538

Professional Event Organizer: Kathy Bratton

Email and Phone: runnersworldtulsa@yahoo.com 918-749-6905

On-site Contact: Kathy Bratton Mobile: 918-805-6905

Billing Contact: Joy In the Cause Phone: 918-998-0538

Billing Address: 3939 South Harvard Avenue 185  
Tulsa OK 74135

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

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**Event Setup:** Date: 09/14/2018 Time: 8 a.m.  
Street Closure for Event Setup: Date: 09/14/2018 Time: 5 p.m.  
Street(s) to be Closed for Event Setup: Jackson Ave between 20th St. and 23rd St

**Event Start:** Date: 09/14/2018 Time: 5:30 p.m.  
Street Closure for Event Start: Date: 09/14/2018 Time: 7 p.m.  
Street(s) to be Closed for Event Start: See Racecourse Map  
Run, Walk, Parade Start Time: 7 p.m. One Mile Fun Run, 7:30 p.m. 5K Run  
Daily Event Hours: 5:30 to 10 p.m. (5:30 to 7:30 p.m. Registration and Packet Pick-up, 7 to 10 p.m. Concert)

**Event End:** Date: 09/14/2018 Time: 10 p.m.  
Street Reopens after Event End: Date: 09/14/2018 Time: 8:30 p.m.

**Event Teardown:** Date: 09/14/2018 Time: 10 p.m.  
Street Reopens after Event Teardown: Date: 09/14/2018 Time: 9 p.m.

## ***Secondary Permits Required***

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Beer Sales, Alcohol Sales: Free low point Beer  
Number of Food Vendors: 1  
Number of Food Trucks: 6  
Food Cooked on-site: No Fuel(s) to be used:  
Number of Item Vendors: 2 Number of Service Vendors: 0  
Number of Tents/Canopies: 28 Provider and Phone: TBD by River Parks  
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**

Security and/or Police: Contact, Email and Phone: TPD Special Events Unit, (918) 586-6054, Sgt. Chris Witt, cwitt@cityoftulsa.org

Medical and/or First Aid Services: Contact, Email and Phone: EMSA, (918) 596-3055, Kim Richards, richardsk@emsa.net

Traffic Control Barricade Company: Contact, Email and Phone: RoadSafe Traffic Systems, (918) 425-4550, Brad Holder, bholder@roadsafesystems.com

Equipment Setup: Date: 09/14/2018 Time: 10 a.m. Equipment Pickup: Date: 09/17/2018 Time: 10 a.m.

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

Equipment Setup: Date: \_\_\_\_\_ Time: NA Equipment Pickup: Date: \_\_\_\_\_ Time: NA

Parking Type: Unpaved Lot, ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

## **Sponsor and Other Event Information**

Event Sponsor(s): Runners World, Rustic Cuff, St. John/Ascension, Skinner Tank, Anthem, Rich & Cartmill, Synergy Motorworks, Huber Wraps, Pinots Palette, Channel 6 KOTV, Crossfirst Bank, Ark Wrecking, Premier Partners, Chick-fil-a, Card My Yard, RoadSafe Traffic Systems

Name of Park and Location, if applicable: River West Festival Park, 2105 S Jackson Ave

Drone: Yes

Portable Toilets: Provider and Phone: Port-a-John of Tulsa, (918) 836-2134

Total Number of Portable Toilets: 20 Number of ADA Accessible Portable Toilets: 4

Equipment Setup: Date: 09/14/2018 Time: 10 a.m.

Equipment Pickup: Date: 09/17/2018 Time: 10 a.m.

Other information: This event is a fundraiser. Visit [www.joyinthecause.run](http://www.joyinthecause.run).

Request 1 TPD Supervisor and 4 TPR officers to stay over for the concert.

Kevin Sparks (918) 830-0315 will provide free parking with attendants. Public, ADA and participant parking access at 21st and SW Blvd. VIP tickets access only at 17th St and SW Blvd.

**Entertainment and Related Activities**

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Number of Stages: 1

Number of Performers/Bands: 2

Performer/Band name and music type: 5:30 to 7 p.m. iPod Music,  
7 to 10 p.m. The Fabulous Mid Life Crisis Band, End-of-Summer  
Bash

Sound Amplification: Yes

Start Time: 5:30 p.m.

Finish Time: 10 p.m.

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

Professional sound mixer and speaker equipment

Sound checks conducted prior to the event: Yes

Start Time: 6:30 p.m

Finish Time: 7 p.m.

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:

Parking and Way-finding Signage. Banners of Sponsors.

**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: Staff and volunteers will clean up and remove trash and debris generated by the event in equal or better condition.

Number of Trash Receptacles: 40

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Businesses, Neighborhood Association

**Avidavit 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 of 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: 07.22.2018      Date routed: 09.05.2018      Date for review: 09.12.2018

Special Events Committee Recommendation: 08.29.2018       Yes  No

Date routed to Mayor: 09.06.2018      Mayor's Recommendation: \_\_\_\_\_  Yes  No

Date routed to Council: 09.06.2018      City Council Approval: \_\_\_\_\_  Yes  No

Date Permit Issued: \_\_\_\_\_      Comments: Form revised and maps attached 09.05.2018



- [Entertainment 6 to 10 p.m.](#)
- [1-Mile Fun Run 7 p.m.](#)
- [5K Run 7:30 p.m.](#)
- Road Closure 5 to 9 p.m.
- S/F** Start/Finish Line | 1-Mile Fun Run
- 1-Mile Course (River Parks Trail)
- T** 1-Mile Turnaround
- S/F** Start/Finish Line | 5K Run
- 5K Racecourse** (Roadway)
- Road Closure 7 to 8:30 p.m.
- T** 5K Turnaround
- 1K** Kilometer Marker
- Free Public Parking Lot Access**
- VIP Parking Lot Only**
- Traffic Detour until Road reopens**
- WIN Special Events**





# River West Festival Park

2100 South Jackson, Tulsa

### Food Trucks:

1. Andolini's
2. Spastic Cow
3. Linam Up Grill
4. Moochewsooey BBQ
5. Not Your Grandma's Cupcakes
6. The Big Chill

