



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: Tulsa St. Jude Walk/Run to End Childhood Cancer Date(s) of Event: Saturday, September 22, 2018

Location Address: 201 N ELGIN AVE E Council District(s): 1, 4

Event Description: It is a walk or run 5k in benefit of St. Jude Children's Research Hospital.

**Event Category:** Athletic/Recreation

**Event Includes:** Private Park, Public Right of Way, Lane Closure, Street Closure

Anticipated Attendance: Total: 1000 Per Day: 0

Anticipated Participants: Total: 1000 Per Day: 0

Number of Events for Monthly Event: NA

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

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Host Organization: ALSAC/St. Jude Children's Research Hospital Website: www.stjude.org

Chief Officer of Host Organization: Taylor Johnson

Email and Phone: taylor.johnson@stjude.org 405-202-3998

Applicant Name: Ricky Cabello

Email and Phone: ricky.cabello@stjude.org 405-815-5703

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Taylor Johnson Mobile: 405-202-3998

Billing Contact: ALSAC/St. Jude Children's Research Hospital Phone: 405-815-5703

Billing Address: 400 N Walker Ave 170  
Oklahoma City OK 73102

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

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**Event Setup:** Date: 09/22/2018 Time: 6:30am  
Street Closure for Event Setup: Date: 09/22/2018 Time: 6am  
Street(s) to be Closed for Event Setup: Greenwood Ave between Archer St and Cameron St

**Event Start:** Date: 09/22/2018 Time: 8am  
Street Closure for Event Start: Date: 09/22/2018 Time: 8am  
Street(s) to be Closed for Event Start: See attached racecourse map  
Run, Walk, Parade Start Time: 8:30am  
Daily Event Hours: NA

**Event End:** Date: 09/22/2018 Time: 9:30am  
Street Reopens after Event End: Date: 09/22/2018 Time: 9:30am  
**Event Teardown:** Date: 09/22/2018 Time: 9:30am  
Street Reopens after Event Teardown: Date: 09/22/2018 Time: 10am

### ***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, cwitt@cityoftulsa.org

Medical and/or First Aid Services: Contact, Email and Phone: Adam Paluka, 918-345-0081, palukaa@emsa.net

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: Street, 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): Fox 23, K95.5, Sherwood Construction, Flowserve, Stone Canyon, St. Mary Catholic School

Name of Park and Location, if applicable: NA

Drone: Yes

Portable Toilets:    Provider and Phone: NA

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

Equipment Setup: Date:                      Time:

Equipment Pickup: Date:                      Time:

Other information: Finish Line area inside ONEOK Field

## **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: 6:30am

Finish Time: 10am

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

Sound system inside of Stadium

Sound checks conducted prior to the event: Yes

Start Time: 6am

Finish Time: 6:30am

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:

We will have decorations at the start and arrows at each turn with water stations

## **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 have volunteers pick up all trash right after the last runner/walker is done. They will drive around in their trucks to pick up everything.

Number of Trash Receptacles: 10

Number of Dumpsters: 0

Number of Recycling Containers: 10

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to: Pending

## **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: 06.27.2018      Date routed: 09.01.2018      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 correct map attached 09.01.2018.  
Map revised 09.06.2018 due to GP shuttles at OSU.



5k Walk – 8:35 a.m.  
5km Run– 8:30 a.m.

- Staging Area**  
closed from 6:00 to 9:30 a.m.
- Start Line (Street)**
- 5K Racecourse**  
closed from 8:00 to 9:30
- 5K Run Turnaround**
- Finish Line (ONEOK Field)**
- OSU-Tulsa Campus Access**
- Traffic Crossings at Signal**  
Lights per Police Control

*TPD Special Events*