



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Kibo Group Run to the Well Date(s) of Event: Saturday, April 13, 2019
Location Address: 101 W 81ST ST S Council District(s): 2
Event Description: 15K Race primarily in City of Jenks. Race will start/stop at Riverwalk Crossing, 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: 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: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Kibo Group International Website: https://www.kibogroup.org/run

Chief Officer of Host Organization: Jordan Smith

Email and Phone: jordan@stephenismith.com 918-671-4496

Applicant Name: Jordan Smith

Email and Phone: jordan@stephenismith.com 918-671-4496

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Jordan Smith

Mobile: 918-671-4496

Billing Contact: Kibo Group International

Phone:

Billing Address: 531 East A St.
Jenks OK 74037

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 04/13/2019 Time: 7:00 am
Street Closure for Event Setup: Date: 04/13/2019 Time: 7:30 am
Street(s) to be Closed for Event Setup: Elm St/Peoria Ave, 81st St., (Tulsa) Elwood Ave, route is primarily City of Jenks, wraps around north side of R.L. Jones Airport

Event Start: Date: 04/13/2019 Time: 08:00 am
Street Closure for Event Start: Date: 04/13/2019 Time: 7:30 am
Street(s) to be Closed for Event Start: See Racecourse Maps
Run, Walk, Parade Start Time: 15K 8 a.m.
Fun Run 8:05 a.m.
5K 8:40 a.m.

Daily Event Hours: 8:00am - 11:00 am

Event End: Date: 04/13/2019 Time: 11:00 am
Street Reopens after Event End: Date: 04/13/2019 Time: 11:00 am

Event Teardown: Date: 04/13/2019 Time: 11:00 am
Street Reopens after Event Teardown: Date: 04/13/2019 Time: 11:00 am

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
Number of Tents/Canopies: 4-6 10x10 Provider and Phone: TBD
Number of Inflatables: 1 Provider and Phone: Jumpin Jiminy
TBD,
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: Jenks Police provides primary security 918-299-6311
TPD Special Events Unit 918-586-6054

Medical and/or First Aid Services: Contact, Email and Phone: Jenks Police have first 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: PortaJohn of Tulsa 918-836-8657

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

Equipment Setup: Date: 04/12/2019 Time: 5:00 pm

Equipment Pickup: Date: 04/13/2019 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 in city of Jenks, event will have 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 in grass warning cars of runners and providing course direction

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Organizers provide trashcans and haul off trash, we will "sweep" the course after the event and make sure trash is removed

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: 01.07.2019 Date routed: 03.06.2019 Date for review: 03.13.2019

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: Form revised 03.06.2019



Run to the Well - 5K Course Map

Start/Finish location: 300 Riverwalk Terrace, Jenks, OK 74037

Course Length: 5 Kilometers

Course is USATF certified (#OK15019KH)





Course Length: 15 Kilometers

Course is USATF certified



