



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Cinco de Mayo Run Date(s) of Event: May 3, 2019
Location Address: 2105 S JACKSON AVE W Council District(s): 4
Event Description: 5k run
Event Category: Athletic/Recreation
Event Includes: Amplified Sound, Public Right of Way, Public Park, Street Closure
Anticipated Attendance: Total: 1200 Per Day: 1200
Anticipated Participants: Total: 1200 Per Day: 1200
Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Fleet Feet Sports Tulsa Website: www.fleetfeettulsa.com
Chief Officer of Host Organization: Timothy Dreiling
Email and Phone: tim@fleetfeettulsa.com 918-492-3338
Applicant Name: Timothy Dreiling
Email and Phone: tim@fleetfeettulsa.com 918-492-3338
Professional Event Organizer: NA
Email and Phone:
On-site Contact: Timothy Dreiling Mobile: 918-230-5760
Billing Contact: Fleet Feet Sports Tulsa Phone: 918-492-3338
Billing Address: 5968 S Yale AVE
Tulsa OK 74135

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 05/03/2019 Time: 4:00 pm
Street Closure for Event Setup: Date: 05/03/2019 Time: 6:45 pm
Street(s) to be Closed for Event Setup: See course map. SW Blvd and Riverside Drive

Event Start: Date: 05/03/2019 Time: 7:00 pm
Street Closure for Event Start: Date: 05/03/2019 Time: 7:00 pm
Street(s) to be Closed for Event Start: SW Blvd and Riverside Drive. See course map
Run, Walk, Parade Start Time: 7:00 pm
Daily Event Hours: NA

Event End: Date: 05/03/2019 Time: 8:30 pm
Street Reopens after Event End: Date: 05/03/2019 Time: 8:00 pm

Event Teardown: Date: 05/03/2019 Time: 8:30 pm
Street Reopens after Event Teardown: Date: 05/03/2019 Time: 8:00 pm

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 Provider and Phone: ABCO (918) 583-6557
Fleet Feet owned tents
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

Medical and/or First Aid Services: Contact, Email and Phone: NA

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: Fleet Feet owned barricading, all at Riverparks Festival West

Equipment Setup: Date: 05/03/2019 Time: 4:00 pm Equipment Pickup: Date: 05/03/2019 Time: 8:30 pm

Parking Type: Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Fleet Feet Tulsa

Name of Park and Location, if applicable: Riverparks Festival West Park and trail system

Drone: No

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: 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: 6:00 PM

Finish Time: 8:30 PM

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

Portable sound system

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

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Staff and Volunteers to collect and properly dispose of trash

Number of Trash Receptacles: 8

Number of Dumpsters: 1

Number of Recycling Containers: 2

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Residents

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: 03/08/2019 Date routed: 04/03/2019 Date for review: 04/10/2019

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 04/03/2019.

Elevations:
Start/Finish: 194 m
High: 195 m
Low: 190 m