



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: GLA 5K and Fun Run Date(s) of Event: November 2, 2019
Location Address: 1789 W SEMINOLE ST N Council District(s): 1
Event Description: The GLA 5K and Fun Run is a fundraising event, open to the public, to support after school programming at Greenwood Leadership Academy, a PK-3 partnership school in North Tulsa. The event will include multiple community sponsorships and will be accompanied by "Health Hub" event to promote opportunities for healthy living and greater access to healthcare for our North Tulsa community. The one mile Fun Run will begin at approximately 8AM and will be tentatively scheduled to follow a looped trail in the wooded area immediately behind the school. The 5K will begin at approximately 8:45AM and will follow Seminole Street westward from the school to the intersection of W. Tecumseh St. and N. Gilcrease Museum Road. Runners will take Gilcrease northward to W. Apache St, before turning right and running east along Apache to Metropolitan Baptist Church (1228 W. Apache). At the entrance to the church, runners will turn around and follow the route back to the finish line at Greenwood Leadership Academy (1789 W. Seminole) where the race began. The race is expected to be completed by 10AM.

Event Category: Athletic/Recreation

Event Includes: Amplified Sound, Tent/Canopy, Public Right of Way, Lane Closure, Live Entertainment, No Parking Signage, Private Property, Street Closure

Anticipated Attendance: Total: 400 Per Day: 400

Anticipated Participants: Total: 300 Per Day: 300

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Met Cares Foundation Website: https://runsignup.com/Race/OK/Tulsa/GLA5k
Chief Officer of Host Organization: Nathaniel Morris
Email and Phone: nate@metcaresfoundation.com 918-901-4870
Applicant Name: Nathaniel Morris
Email and Phone: nate@metcaresfoundation.com 918-901-4870
Professional Event Organizer: Same
Email and Phone:
On-site Contact: Nathaniel Morris Mobile: 918-901-4870
Billing Contact: Met Cares Foundation Phone: 918-901-4870
Billing Address: 2747 e 1st St
Tulsa OK 74104

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 11/02/2019 Time: 5:00AM
Street Closure for Event Setup: Date: 11/02/2019 Time: 7:00AM
Street(s) to be Closed for Event Setup: Start/Finish Line on W. Seminole St. in front of Academy Center Elementary School.

Event Start: Date: 11/02/2019 Time: 8:45AM
Street Closure for Event Start: Date: 11/02/2019 Time: 8:15AM
Street(s) to be Closed for Event Start: See Racecourse Map
<https://www.mapmyrun.com/routes/fullscreen/2710699285/>

Run, Walk, Parade Start Time: 8:00AM One Mile Fun Run
8:45AM 5K Run

Daily Event Hours: 8:00AM - 10:00AM

Event End: Date: 11/02/2019 Time: 10:00AM
Street Reopens after Event End: Date: 11/02/2019 Time: 10:00AM

Event Teardown: Date: 11/02/2019 Time: 10:15AM
Street Reopens after Event Teardown: Date: 11/02/2019 Time: 10:45AM

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: 5 Number of Service Vendors: 10
Number of Tents/Canopies: 5 10x10 Provider and Phone: [Met Cares Foundation](#)
(918) 901-4870
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
Sergeant Chris Witt
918-527-0025

Medical and/or First Aid Services: Contact, Email and Phone: EMSA will provide emergency medical services if needed.

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): Met Cares Foundation

Name of Park and Location, if applicable: NA

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: Restrooms will be available inside of the school.

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 1

Performer/Band name and music type: Enhanced Sound DJ

Sound Amplification: Yes

Start Time: 7:45AM

Finish Time: 10:15AM

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

DJ style booth with speakers

Sound checks conducted prior to the event: Yes

Start Time: 7:30AM

Finish Time: 7:45AM

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: Volunteers will ensure that trash receptacles are available for use for the duration of the event. Volunteers will engage in ensuring that trash is collected, both at the start/finish of the event as well as along the event route itself.

Number of Trash Receptacles: 10

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:

Neighborhood Association

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: 09/15/2019 Date routed: 10/21/2019 Date for review: 10/30/2019

Special Events Committee Recommendation: _____ Yes No

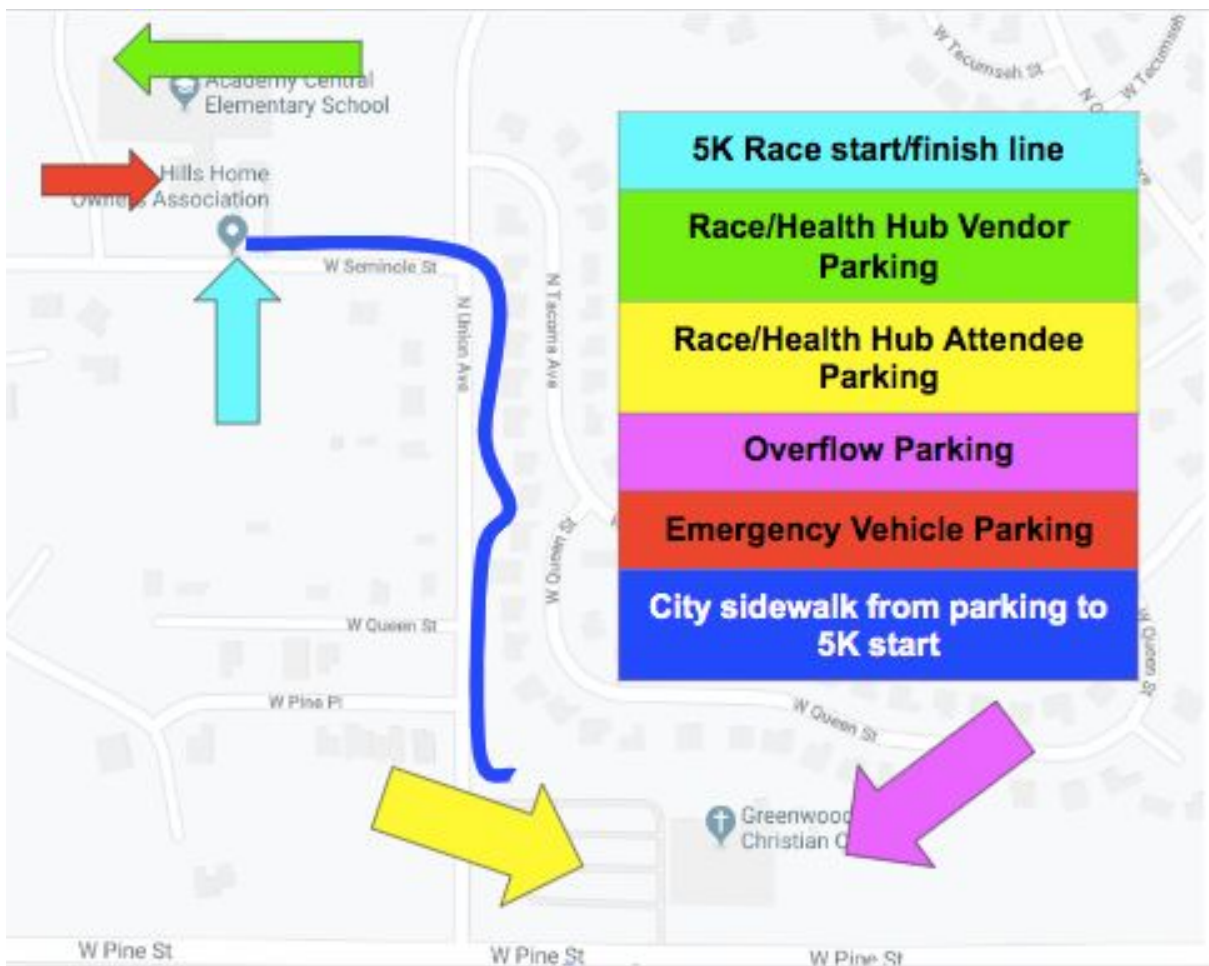
Date routed to Mayor: _____ Mayor's Recommendation: _____ Yes No

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

Date Permit Issued: _____ Comments: Form revised 10/21/2019.

Parking plan for the GLA 5K/Fun Run and Health Hub (see map below for visual details)

Entity	Parking location
Vendor Parking	Vendors will park in the lot immediately behind the school (Greenwood Leadership Academy), on the school grounds. Vendors may begin arriving to park and set up starting at 6:30am
Racer/Attendee Parking	Racers/attendees will park in the parking lot at Transformation Church (pending agreement with church). Racers/attendees will then be able to take the sidewalk from the church to the starting line of the 5K/entrance to the Health Hub event.
Emergency Parking	EMSA Ambulance will be parked in the school's side parking lot, allowing it direct access to the main road and the race course in the event of an emergency.



Race Course Map and Details:

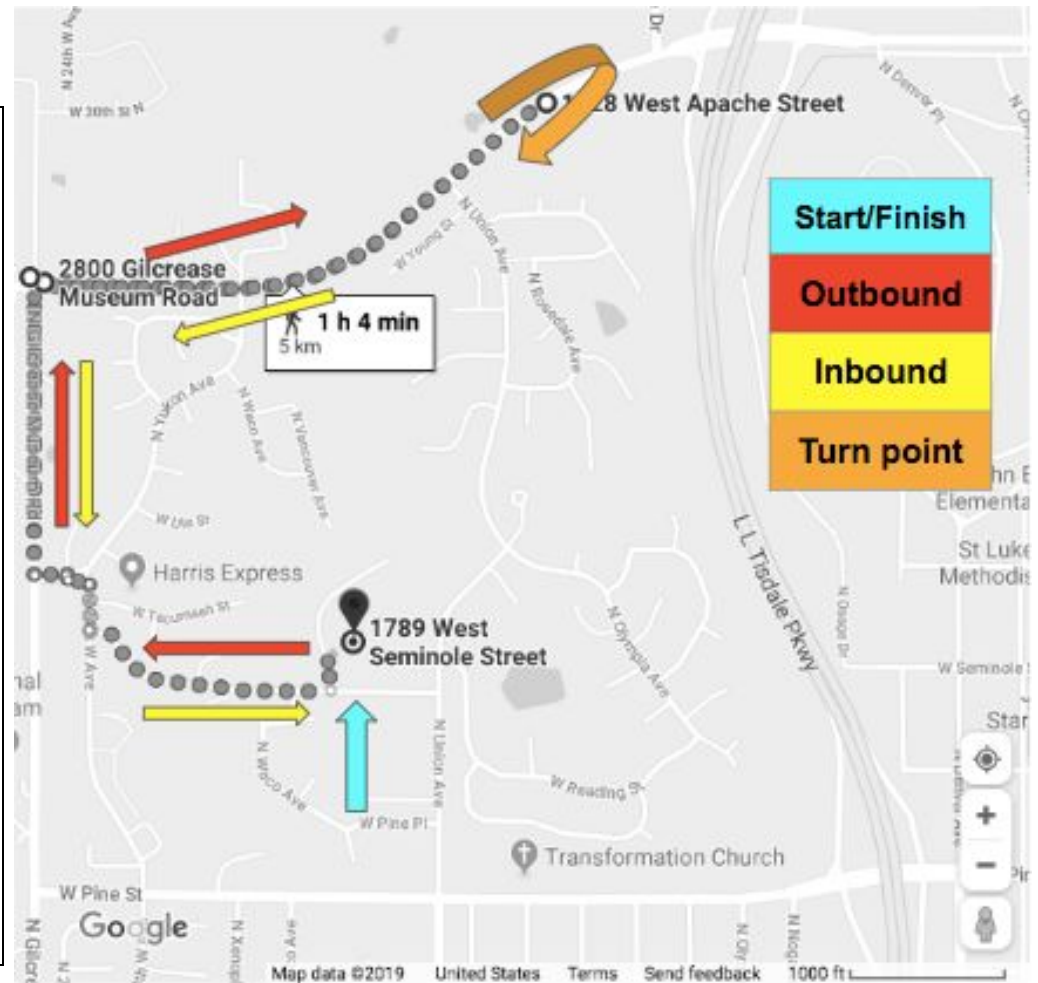
The race will begin at Greenwood Leadership Academy (1789 W. Seminole Street) and continue along the following route:

- West on W. Seminole Street for approximately 550 meters
- North on N. 24th W. Ave for approximately 91 meters
- West on W. Tecumseh St for approximately 110 meters
- North on N. Gilcrease Museum Road for approximately 550 meters
- East on W. Apache St. for approximately 1.1km

Racers will turn around at Metropolitan Baptist Church (1228 W. Apache) and complete the race by following the route back:

- West on W. Apache St. for approximately 1.1km
- South on N. Gilcrease Museum Road for approximately 550 meters
- East on W. Tecumseh St for approximately 110 meters
- South on N. 24th W. Ave for approximately 91 meters
- East on W. Seminole Street for approximately 550 meters

Racers will finish the race at Greenwood Leadership Academy (1789 W. Seminole Street)



Street Closures:	W. Seminole St.
N 24th W. Ave between W. Seminole and W. Tecumseh	W. Tecumseh St.
N. Gilcrease Museum Rd. between W. Tecumseh and W. Apache	W. Apache between N. Gilcrease Museum Rd. and N. Osage Dr.

Race Site Map and Details:

The main site/venue for the race will be Greenwood Leadership Academy (1789 W. Seminole Street, Tulsa).

An EMSA ambulance will be stationed on standby in the parking lot on the west side of the building. The ambulance will have multiple emergency exits from the race start site, through N. 24th W. Ave and N. Waco Ave. via W. Seminole St.

Mobile clinics are scheduled to be parked in the front parking lot of the building for the concurrent “health hub” event happening inside of the building.

Parking for the race is tentatively scheduled to be at a nearby church parking-lot. Back up parking is available in the back of the school.

The DJ/event emcee will be stationed in the front parking lot near the first aid station.

The start/finish line will be on West Seminole Street, immediately adjacent to the parking lot on the south side of the school’s main entrance.

Multiple restrooms are available inside of the building.

Trash receptacles will be placed inside of the building, at the front of the building and at the start/finish line.

