



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Monte Cassino Octoberfest 1 Mile Fun Run Date(s) of Event: October 8, 2021
Location Address: 2200 S Yorktown Ave Council District(s): 4
Event Description: 1 Mile School Fun Run
Event Category: Procession/March
Event Includes: Amplified Sound, Public Right of Way, Private Property, Street Closure
Anticipated Attendance: Total: 1200 Per Day: 600
Anticipated Participants: Total: 600 Per Day: 100
Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Monte Cassino School Website: NA
Chief Officer of Host Organization: Kevin Smith
Email and Phone: ksmith@montecassino.org 918-743-1100
Applicant Name: Monte Cassino School
Email and Phone: bweintraub@montecassino.org 918-746-4124
Professional Event Organizer: TBD
Email and Phone:
On-site Contact: BJ WEINTRAUB Mobile: 918-746-4124
Billing Contact: Monte Cassino School Phone: 918-746-4124
Billing Address: 2206 S Lewis AVE
TULSA OK 74114

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 10/08/2021 Time: 7:00AM
Street Closure for Event Setup: Date: 10/08/2021 Time: 8:15AM
Street(s) to be Closed for Event Setup: SEE ROUTE MAP

Event Start: Date: 10/08/2021 Time: 8:30AM
Street Closure for Event Start: Date: 10/08/2021 Time: 8:15AM
Street(s) to be Closed for Event Start: SEE ROUTE MAP
Run, Walk, Parade Start Time: 8:30AM in Waves (1st thru 8th Grades)
Daily Event Hours: 8:00-10:00AM

Event End: Date: 10/08/2021 Time: 10:00 AM
Street Reopens after Event End: Date: 10/08/2021 Time: 9:30 AM
Event Teardown: Date: 10/08/2021 Time: 10:00 AM
Street Reopens after Event Teardown: Date: 10/08/2021 Time: 10:00AM

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: 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

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: TBD

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: ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Monte Cassino School

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: NA

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

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: Sound System

Sound Amplification: No

Start Time: 7:45 AM

Finish Time: 10:00 AM

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

Speaker and microphone

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:

Finish line from Tatur Racing

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Parents & Teachers will clean up post events and pick up any trash

Number of Trash Receptacles: 5

Number of Dumpsters: 1

Number of Recycling Containers: 1

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Residents, Schools, Businesses, Places of Worship

Affidavit 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 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: 09/15/2021 Date routed: 09/22/2021 Date for review: 10/06/2021

Special Events Committee Recommendation: _____

Date routed to Mayor: _____ Mayor's Recommendation: _____

Date routed to Council: _____ City Council Approval: _____

Date Permit Issued: _____ Comments: Form revised 09/22/2021. Timeline revised 09/22/2021.

MONTÉ CASSINO

Octoberfest

 2021

Dear Monte Cassino Neighbors,

Our annual Octoberfest week is coming up September 30 - October 8. Like in years past, we want to notify you about our Fun Run scheduled to take place along Yorktown Avenue on Friday morning October 8.

To prepare for the Fun Run, Yorktown Avenue will be closed from 7am - Noon on October 8, with the help of our friends at the Tulsa Police Department. Our rain date is scheduled for Tuesday, October 19. A map of the course is on the reverse of this letter. We apologize for any inconvenience this may cause to you and your family. We love our neighbors and hope if anything, that you can look to Yorktown on this morning and smile as our kiddos run or walk by! We love sharing the neighborhood with you.

And as neighbors, we also wanted to invite you to join us for some of the fun as we shake, rattle and roll into this rockin' week, 50s style! Please join us for any or all of the following fun Monte Cassino traditions:

Sunday, Oct. 3 - Friday, Oct. 8 Virtual 5K - Walk, jog, run or stroll with us during our 2nd Annual Virtual 5K. Post pictures of your participation on social media with #RunMCSaints for a chance for great prizes. Winners from all age categories will be announced October 10. A Virtual 5K T-Shirt is included with each registration. Visit www.montecassino.org/giving/fundraising-events for registration details.

Sunday, Oct. 3, 12 - 4pm Carnival - Fun for the entire family on our Monte Cassino Saints Field! Rides, ponies, games, balloon artists, food trucks and more. Admission is free! Parking may get a little congested in the neighborhood on this afternoon.


Thursday, Oct. 7 - Alumni Social - MCS Alumni will reconnect in the MPAC while celebrating this fun time of year. Tickets are available now. If you are a Monte Alum, contact BJ Weintraub for more details, bweintraub@montecassino.org.

Friday, Oct. 8 Fun Run - Our 1st through 8th graders will embark on a quick 1-mile Fun Run down Yorktown Avenue. Join us to cheer on our students and families! The Run is set to begin around 8am and "run" until approximately 10am.

All the details for the entire Octoberfest week, including sponsorship information, can be found on www.montecassino.org/giving/fundraising-events

We hope to see you at one of these events! Don't hesitate to contact me if you have any questions.

Sincerely,



Joan H. Anderson
Director of Development, Monte Cassino School
918.746.4120 | janderson@montecassino.org

OCTOBERFEST
CHAIRS

Kathryn Adams
Summer Pittman

COMMITTEE

Lauren Bingham
Whitney Bingham
Liz Black
Jessica Block
Stacy Dickinson
Nikki Dunham
Meredith Fazel
Brooke Golwas
Lane Hartshorn
Emily Hollaway
Courtney Kincaid
Allison Lauinger
Morgan Murry
Nicole Pugh
Porscha Radcliffe
Patterson Rooney
Mary Suliburk
Shannon White
Courtney Wilson

MONTE CASSINO

Octoberfest

2021

- S** STARTING LINE
- T** TURN AROUND
- F** FINISH LINE
- +** FIRST AID STATION
- W** WATER STATION

