



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Jenks Half MarathonDate(s) of Event: 11/5/2022Location Address: 9708 S RIVERSIDE PKWY E 110Council District(s): 2Event Description: Half Marathon and 5K road race.**Event Category:** Athletic/Recreation**Event Includes:** Public Right of Way, Lane Closure, Street ClosureAnticipated Attendance: Total: 350Per Day: 350Anticipated Participants: Total: 300Per Day: 300

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Tulsa Runner / Jenks XC Booste Website: https://www.tulsarunner.com/event/jenks-half-marathon/
ClubChief Officer of Host Organization: Trani MatthewsEmail and Phone: 918-494-8800Applicant Name: Tulsa Runner Racing - Trani MatthewsEmail and Phone: trani@tulsarunner.com 918-494-8800Professional Event Organizer: Trani MatthewsEmail and Phone: 918-494-8800On-site Contact: Trani MatthewsMobile: 918-232-5611Billing Contact: Tulsa Runner RacingPhone: 918-494-8800Billing Address: 9708 Riverside PKWY
Tulsa OK 74137

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 11/05/2022 Time: 6:00 AM
Street Closure for Event Setup: Date: 11/05/2022 Time: 7:15 AM
Street(s) to be Closed for Event Setup: K Place in Jenks

Event Start: Date: 11/05/2022 Time: 7:30 AM
Street Closure for Event Start: Date: 11/05/2022 Time: 7:15 AM
Street(s) to be Closed for Event Start: See Racecourse Map
Run, Walk, Parade Start Time: 7:30 AM Half Marathon
7:45 AM 5K Run

Daily Event Hours: 7:30 AM - 10:30 AM

Event End: Date: 11/05/2022 Time: 11:00 AM
Street Reopens after Event End: Date: 11/05/2022 Time: 11:00 AM
Event Teardown: Date: 11/05/2022 Time: 11:00 AM
Street Reopens after Event Teardown: Date: 11/05/2022 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: 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
Jenks Police Department, Sgt. Bradley Shouse (918)
556-7481, bshouse@jenksok.org,

Medical and/or First Aid Services: Contact, Email and Phone: Dr. John Lowe (918) 704-4354,
johnathon.lowe@okstate.edu

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): Tulsa Runner
Jenks High School XC Booster Club

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: PortaJohn of Tulsa (918) 836-2134

Total Number of Portable Toilets: 5 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 11/04/2022 Time: PM

Equipment Pickup: Date: 11/07/2022 Time: AM

Other information: The 5K will start at the same locations as the Half Marathon at 7:45 a.m., 15 minutes after the start of the Half. The 5K is completely in Jenks. There will be a cone and a course marshal at the turnaround, just east of Fir Street on K Place. The 5K turns right on 3rd Street from K Place going to the finish whereas the Half Marathon circles the track complex on 5th Street before making the final right turns onto F and 3rd Streets and then into the track parking lot. Both the 5K and the Half Marathon enter the track through the parking lot from 3rd Street.

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: 7:00 AM

Finish Time: 11:00 AM

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

Portable sound system for announcements and music at the Finish on the Jenks High School track

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:

We will put out real estate signs along the course 2 weeks prior to the event for public notification and mile markers on race day.

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Volunteers will sweep the course to pick up all signs and trash generated by the race.

Number of Trash Receptacles: 6

Number of Dumpsters: 0

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:

Businesses, Other entities

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: 08/24/2022 Date routed: 10/24/2022 Date for review: 11/02/2022

Special Events Committee Recommendation: _____ Yes No

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

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

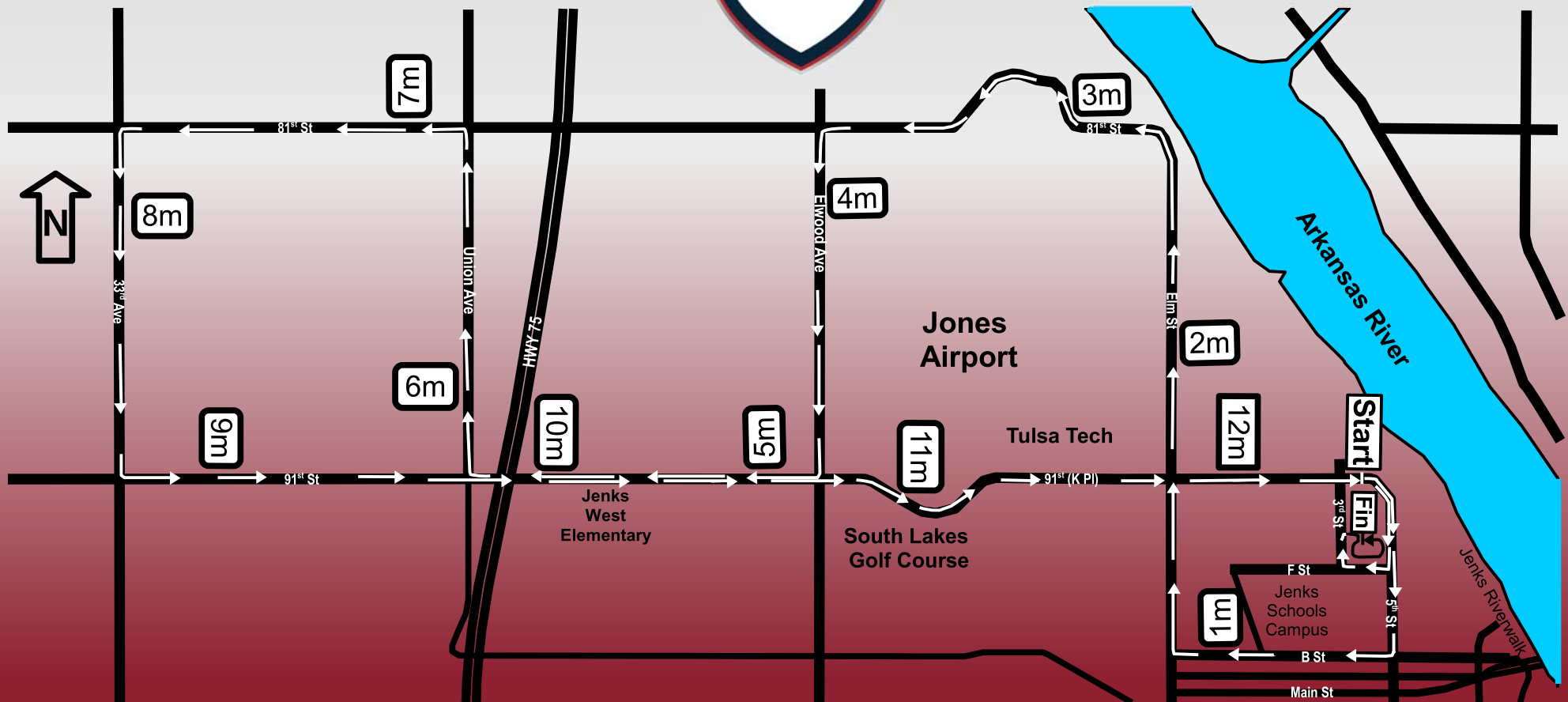
Date Permit Issued: _____ Comments: 5K race added 10/04/2022. Form revised
10/23/2022.

JENKKS HALF

13.1 MILES



JENKS, OK





Start for both races.

Parking

Parking

Parking

Please don't park in the neighborhood.

Registration

Finish for both races.

Parking

Parking

W K Pl

E K Pl

N 1st St

N 2nd Pl

E J St

W H St

E H St

E G St

North 3rd St E

N 5th St

E F St

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