



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Tulsa Juneteenth 5K and 1 Mile RunDate(s) of Event: June 17, 2023Location Address: Start: 111 Reconciliation Way
End: 111 Reconciliation WayCouncil District(s): 1Event Description: This event is a 5k and one mile run, that is open to the public through registration. This event is facilitated by the Tulsa Juneteenth Festival as official programming for the festival.**Event Category:** Athletic/Recreation**Event Includes:** Public Right of Way, Lane Closure, Street ClosureAnticipated Attendance: Total: 200Per Day: 200Anticipated Participants: Total: 200Per Day: 200

Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Tulsa Juneteenth IncWebsite: https://www.tulsajuneteenth.org/Chief Officer of Host Organization: Lauren CorbittEmail and Phone: info@tulsajuneteenth.org 918-856-1214Applicant Name: Lauren ColberttEmail and Phone: 918-764-8833

Professional Event Organizer:

Email and Phone:

On-site Contact: Lauren CorbittMobile: 918-856-1214Billing Contact: Tulsa Juneteenth IncPhone: 918-764-8833Billing Address: 700 North Greenwood Avenue
Tulsa, OK 74106

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 06/17/2023 Time: 6am
Street Closure for Event Setup: Date: 06/17/2023 Time: 6am
Street(s) to be Closed for Event Setup: Start/Finish: Boston Ave between Reconciliation Way and Cameron St

Event Start: Date: 06/17/2023 Time: 7:30am
Street Closure for Event Start: Date: 06/17/2023 Time: 7am
Street(s) to be Closed for Event Start: See Racecourse Map
Run, Walk, Parade Start Time: 5K Run starts at 7:30am
Fun Run starts at 8am

Daily Event Hours: NA

Event End: Date: 06/17/2023 Time: 10:30am
Street Reopens after Event End: Date: 06/17/2023 Time: 9am

Event Teardown: Date: 06/17/2023 Time: 10:30am
Street Reopens after Event Teardown: Date: 06/17/2023 Time: 10:30am

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 & Sizes of Tents: 1- 10X10 Provider and Phone: Tulsa Juneteenth Festival owned
TENT
Number of Inflatables: No 0 Provider and Phone: NA
Number of Amusement Rides: No 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: Yes Contact, Email and Phone: Donnie Johnson (918) 810-1538 for Security
TPD Special Events Unit (918) 586-6054 for Traffic Control

Medical and/or First Aid Services: Yes Contact, Email and Phone: Tulsa Fire Department (918) TBD

Traffic Control Barricade Company: Yes Contact, Email and Phone: NA

Equipment Setup: Date: _____ Time: _____ Equipment Pickup: Date: _____ Time: _____

Crowd Management Fencing Company: No Contact, Email and Phone: NA

Equipment Setup: Date: _____ Time: _____ Equipment Pickup: Date: _____ Time: _____

Parking Type: Street

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Vital Energy
Ascension St. John

Park: Yes Name of Park and Location: Guthrie Green, 111 E. Reconciliation Way

Drone: No

Portable Toilets: No 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 Event Information: NA

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: NA

Sound Amplification: No

Start Time:

Finish Time:

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

NA

Sound checks conducted prior to the event: No

Start Time:

Finish Time:

Hot air balloons, fire lanterns or similar devices used at event: No Describe:

NA

Use of any signs, banners, decorations, or special lighting used at event: No Describe:

NA

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: We will be utilizing our cleaning service and volunteers for any cleaning needs.

Number of Trash Receptacles: 2

Number of Dumpsters: 0

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone:

Presented Event Concept to:

Schools, Business Assn, 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 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: 05/31/2023 Date routed: 06/06/2023 Date for review: 06/14/2023

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: SEC meeting 06/07/2023. Mayor and
City Council agendas 06/14/2023. Racecourse map revised 06/06/2023.



- 7:30 a.m. 5K Run
 - 8 a.m. Fun Run
 - Staging Area
 - Closure 6 - 10:30 a.m.
 - Start/Finish Line
 - Fun Run Course
 - Closure 7 - 10:30 a.m.
 - Fun Run Turnaround
 - 5K Racecourse
 - Closure 7 - 10 a.m.
 - 5K Turnaround
 - OSU-Tulsa Campus Access
 - Expect Delays Crossing Route
 - 1 Kilometer Marker
 - Parking Garage located on NE corner of 1st St. & Main St.
- [WIN Special Events](#)

