



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### **Summary of Event**

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Name of Event: Ascension St. John ZooRunDate(s) of Event: April 20, 2024Location Address: Start: 6421 E 36th Street N  
End: 6421 E 36th Street NCouncil District(s): 1

Event Description: Tulsa Zoo is hosting the 54th annual Ascension St. John ZooRun presented by CommunityCare which includes a 5k, 10k, and the 1-mile Fun Run. The 5k and 10k races begins in Mohawk Park and finish inside the zoo. The 1-mile Fun Run takes place entirely on zoo grounds.

**Event Category:** Athletic/Recreation**Event Includes:** Amplified Sound, Tent/Canopy, Public Right of Way, Public Park, Live EntertainmentAnticipated Attendance: Total: 3000Per Day: 3000Anticipated Participants: Total: 2000Per Day: 2000

Number of Events for Monthly Event: No

### **Host Organization, Applicant and Professional Event Organizer Information**

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Host Organization: Tulsa Zoo Management, Inc.Website: https://tulsazoo.org/Chief Officer of Host Organization: Lindsay HutchisonEmail and Phone: 918-669-6600Applicant Name: Kim YoungEmail and Phone: kyoung@tulsazoo.org 918-669-6223Professional Event Organizer: Melissa Hodgson, EnMotiveEmail and Phone: 405-570-1996On-site Contact: Kim YoungMobile: 918-710-1750Billing Contact: Tulsa Zoo Management Inc.Phone: 918-669-6223Billing Address: 6421 E 36TH ST N  
Tulsa, OK 74115

## **Event Timeline and Lane/Street Closure Information**

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**Event Setup:** Date: 04/20/2024 Time: 5:00 AM  
Street Closure for Event Setup: Date: Time:  
Street(s) to be Closed for Event Setup: Not applicable - Inside Mohawk Park Parking Lot

**Event Start:** Date: 04/20/2024 Time: 8:00 AM  
Street Closure for Event Start: Date: 04/20/2024 Time: 8:20 AM  
Street(s) to be Closed for Event Start: Cherokee Dr., Chickasaw Dr., Choctaw Dr., Polo Dr., Pawnee Dr., Herb Beattie Trail, Oxley Dr., and a small portion of Creek Dr. \*All streets are contained within Mohawk Park and/or Tulsa Zoo.

Run, Walk, Parade Start Time: 8:00 AM 1-Mile Fun Run, 8:30 AM 5K and 9:00 AM 10K  
Daily Event Hours: 8:00-10:00 AM

**Event End:** Date: 04/20/2024 Time: 10:00 AM  
Street Reopens after Event End: Date: 04/20/2024 Time: 10:00 AM

**Event Teardown:** Date: 04/20/2024 Time: 10:00 AM  
Street Reopens after Event Teardown: Date: 04/20/2024 Time: 10:00 AM

## **Secondary Permits Required**

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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: (2) 20x20 tents and (5) 10x10 tents Provider and Phone: (2) 20x20 tents- City of Tulsa rentals (918) 596-2527  
(5) 10x10 tents - Canopy tents owned by Tulsa Zoo  
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: Not applicable

**Security, Medical, Traffic Control, Crowd Management and Parking Plans**

Security and/or Police: Yes Contact, Email and Phone: Tulsa Zoo Security team will be on-site to help assist with any escorts, emergencies and will be the point of contact for EMSA. Tulsa Zoo Security Manager - Ashlee Harris (918) 596-6108. TPD Special Events Unit will lead the parking plan. TPD Jack Hoehner (918) 586-6054.

Medical and/or First Aid Services: Yes Contact, Email and Phone: EMSA (918) 596-3100, events@emsa.net

Traffic Control Barricade Company: No Contact, Email and Phone: Not applicable

Equipment Setup: Date: \_\_\_\_\_ Time: \_\_\_\_\_ Equipment Pickup: Date: \_\_\_\_\_ Time: \_\_\_\_\_

Crowd Management Fencing Company: No Contact, Email and Phone: Not applicable

Equipment Setup: Date: \_\_\_\_\_ Time: \_\_\_\_\_ Equipment Pickup: Date: \_\_\_\_\_ Time: \_\_\_\_\_

Parking Type: Unpaved Lot, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: Not applicable

**Sponsor and Other Event Information**

Event Sponsor(s): Ascension St. John, CommunityCare, Wooten Plumbing, and Empire Roofing

Park: Yes Name of Park and Location: Mohawk Park, 5701 E 36th St N

Drone: No

Portable Toilets: Yes Provider and Phone: On Call Services (918) 853-5165

Total Number of Portable Toilets: 20 Number of ADA Accessible Portable Toilets: 2

Equipment Setup: Date: 04/19/2024 Time: 12:00 PM

Equipment Pickup: Date: 04/22/2024 Time: 10:00 AM

Other Event Information: See maps

**Entertainment and Related Activities**

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Number of Stages: 2

Number of Performers/Bands: 2

Performer/Band name and music type: LionsRoad Studios, INC. - DJ's to MC the event/awards and play music

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:

DJ setup with speakers

Sound checks conducted prior to the event: No

Start Time: Not applicat

Finish Time: Not applicable

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

Not applicable

Use of any signs, banners, decorations, or special lighting used at event: Yes Describe:

Signs in grass throughout Mohawk Park with course indicators, banners above head and across Creek Drive for 5k and 10K start lines, water stop signs. A large finish line banner inside the Tulsa Zoo as indicated on the course map.

**Mitigation of Impact**

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Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Tulsa Zoo staff will break down all tables, water stop locations and any subsequent trash, chairs, pop up tents, parking lot signage, racecourse signage/banners, Tulsa Zoo owned stage (inside zoo grounds), and event boxes and dispose of or store away properly. The City of Tulsa will come Monday, April 22 to breakdown and remove the (2) 20x20 tents and mobile stage rental. On Call Services will remove portable restrooms by Monday, April 22.

Number of Trash Receptacles: 65

Number of Dumpsters: 5

Number of Recycling Containers: 40

Cleanup Service: No Provider and Phone: Not applicable

Presented Event Concept to:

Residents, Schools

If not presented, please explain:

Not applicable

**Affidavit of Applicant**

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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

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**For City of Tulsa Special Events Committee Use Only**

Date received: 02/16/2024    Date routed: 03/26/2024    Date for review: 04/10/2024

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 04/03/2024.

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**Tulsa Zoo 5K  
Tulsa, OK**

**USATF Certification  
OK15056KH**

**Effective  
09-10-15 to 12-31-25**

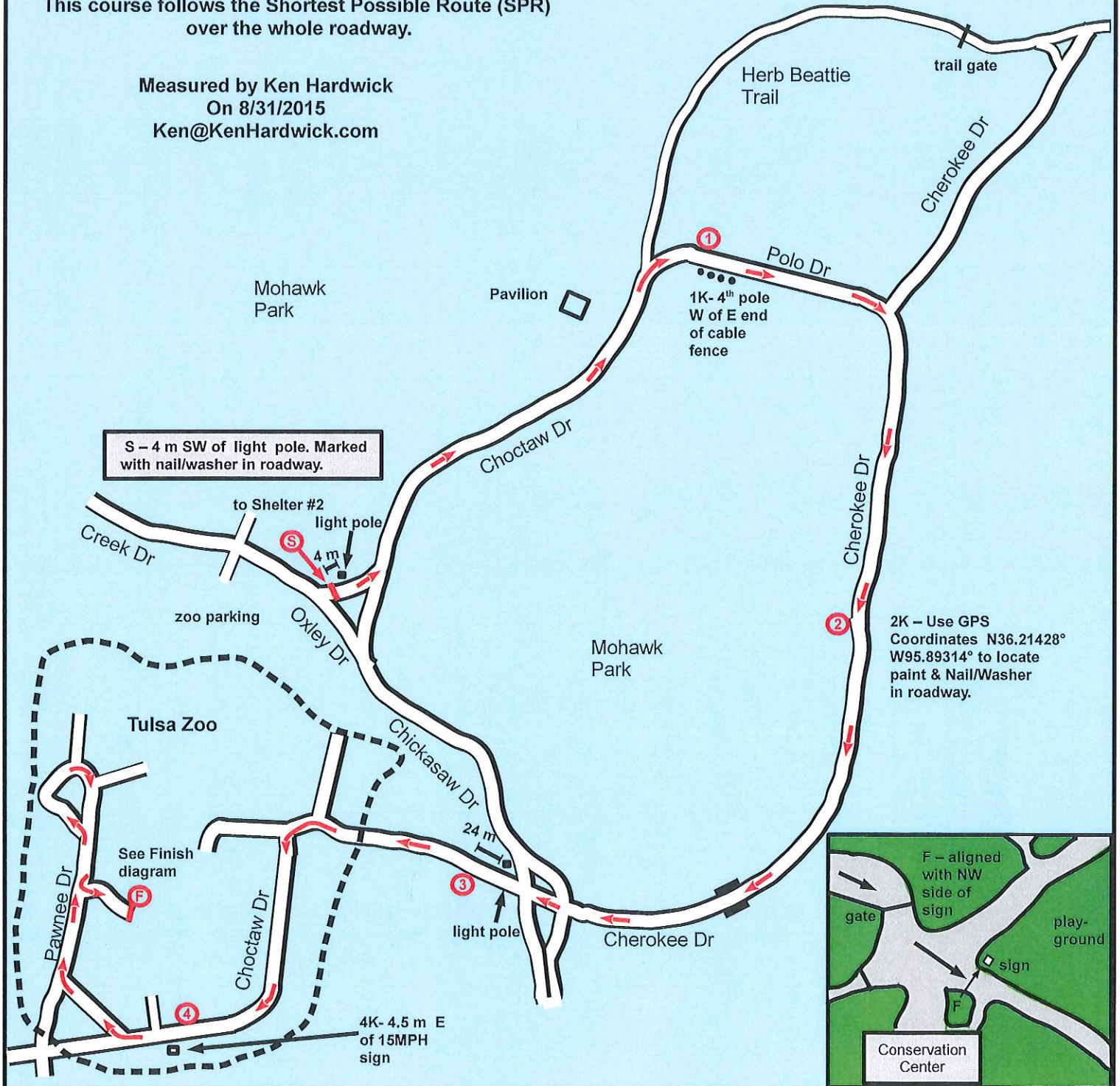
GPS coordinates are given ONLY  
to get close to documented locations.

- S N36.21564° W95.90676°
- 1K N36.22056° W95.89675°
- 2K N36.21428° W95.89314°
- 3K N36.21016° W95.90057°
- 4K N36.20767° W95.90819°
- F N36.20980° W95.90914°



This course follows the Shortest Possible Route (SPR)  
over the whole roadway.

Measured by Ken Hardwick  
On 8/31/2015  
Ken@KenHardwick.com

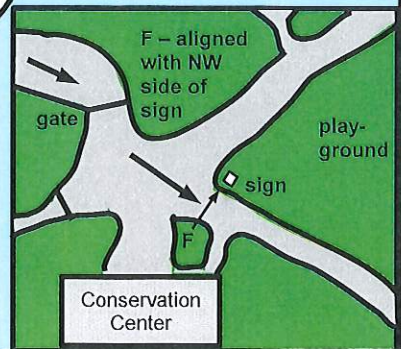


S - 4 m SW of light pole. Marked  
with nail/washer in roadway.

1K- 4<sup>th</sup> pole  
W of E end  
of cable  
fence

2K - Use GPS  
Coordinates N36.21428°  
W95.89314° to locate  
paint & Nail/Washer  
in roadway.

4K- 4.5 m E  
of 15MPH  
sign





**Tulsa Zoo 10K  
Tulsa, OK**

**USATF Certification  
OK15055KH**

**Effective  
09-10-15 to 12-31-25**

GPS coordinates are given ONLY to get close to documented locations.

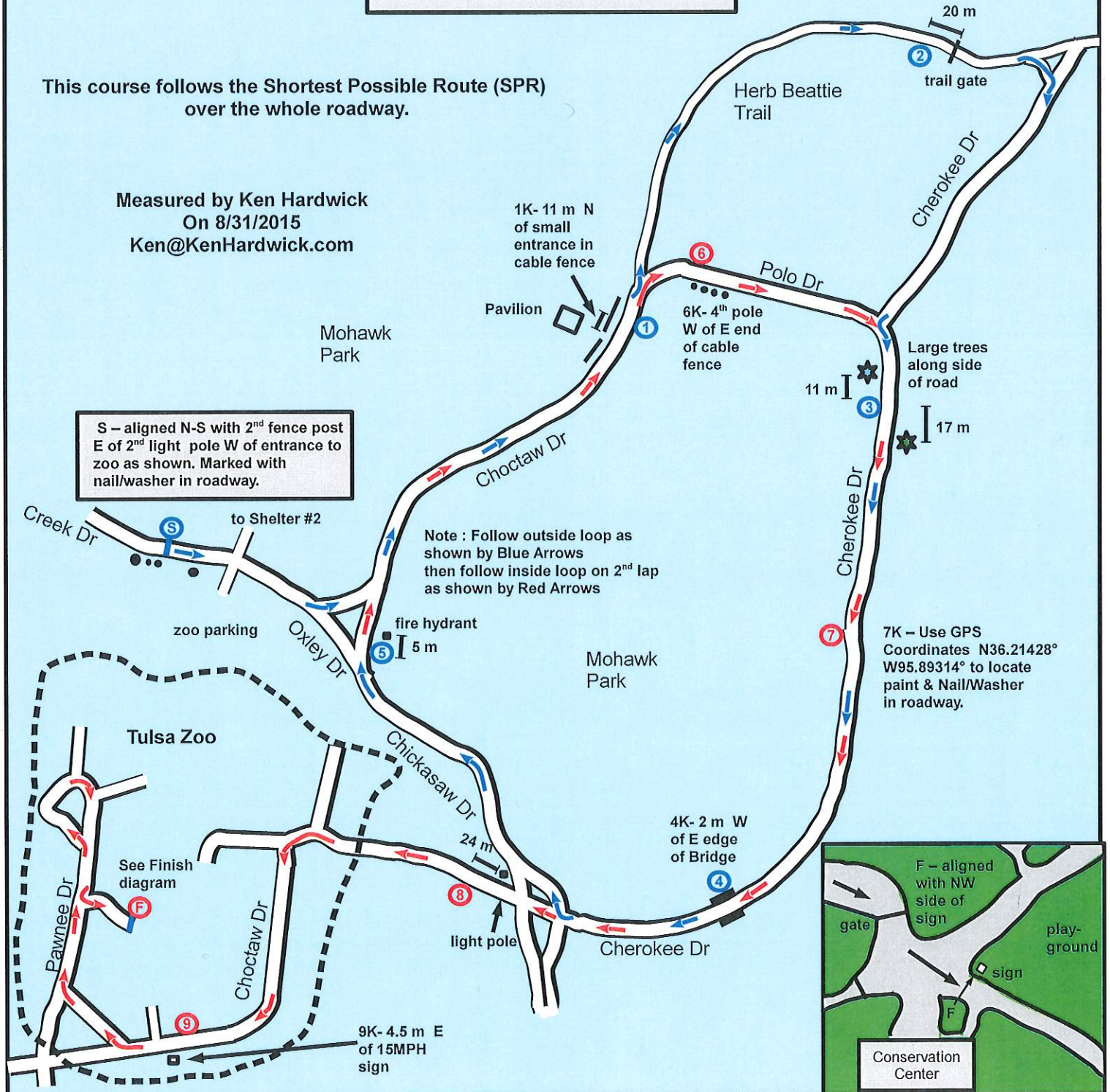
- S N36.21564° W95.90676°
- 1K N36.21941° W95.89826°
- 2K N36.22419° W95.89114°
- 3K N36.21798° W95.89228°
- 4K N36.20998° W95.89608°
- 5K N36.21440° W95.90379°
- 6K N36.22056° W95.89675°
- 7K N36.21428° W95.89314°
- 8K N36.21016° W95.90057°
- 9K N36.20767° W95.90819°
- F N36.20980° W95.90914°



**This course follows the Shortest Possible Route (SPR)  
over the whole roadway.**

Measured by Ken Hardwick  
On 8/31/2015  
Ken@KenHardwick.com

S – aligned N-S with 2<sup>nd</sup> fence post  
E of 2<sup>nd</sup> light pole W of entrance to  
zoo as shown. Marked with  
nail/washer in roadway.



1K- 11 m N  
of small  
entrance in  
cable fence

6K- 4<sup>th</sup> pole  
W of E end  
of cable  
fence

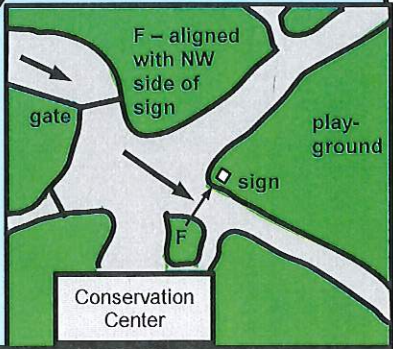
11 m I  
17 m I  
Large trees  
along side  
of road

Note : Follow outside loop as  
shown by Blue Arrows  
then follow inside loop on 2<sup>nd</sup> lap  
as shown by Red Arrows

7K – Use GPS  
Coordinates N36.21428°  
W95.89314° to locate  
paint & Nail/Washer  
in roadway.

4K- 2 m W  
of E edge  
of Bridge

9K- 4.5 m E  
of 15MPH  
sign



# ZOORUN

PRESENTED BY  CommunityCare



## RACE MAP INFORMATION

**Mohawk park entrance closed 8:20 – 10 A.M.**

### 1-MILE FUN RUN













This 1-mile course will start and end inside the zoo.

### 5K AND 10K RACES

Starts in Mohawk Park and ends inside the zoo.

### HOSPITALITY / AWARDS

Cool down post-race with refreshments, entertainment and activities inside the H.A. Chapman Event Lodge that includes award ceremonies for top finishers and school groups. Afterwards, enjoy a free day at the zoo to help celebrate Earth Day! (Price of admission required for guests who arrive after 10 a.m.)

- |   |   |
|---|---|
|  First Aid            |  1-Mile Fun Run Start  |
|  Restroom             |  1-Mile Fun Run Route  |
|  Hospitality & Awards |  1-Mile Fun Run Finish |
|  5K Race Start        |  10K Race Start        |
|  5K Route            |  10K Route             |
|  5K Finish           |  10K Finish            |

TITLE SPONSOR



PRESENTING SPONSOR



CONTRIBUTING SPONSORS

