



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Cinco de Mayo Run Date(s) of Event: May 3, 2024
Location Address: Start: 1875 S Boulder Ave Council District(s): 4
End: 1875 S Boulder Ave
Event Description: 5k and Fun Run
Event Category: Athletic/Recreation
Event Includes: Public Right of Way, Public Park, Street Closure
Anticipated Attendance: Total: 1200 Per Day: 1200
Anticipated Participants: Total: 1000 Per Day: 1000
Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Fleet Feet Sports Tulsa Website: www.fleetfeet.com/s/tulsa
Chief Officer of Host Organization: Timothy Dreiling
Email and Phone: tim@fleetfeettulsa.com 918-492-3338
Applicant Name: Timothy Dreiling
Email and Phone: tim@fleetfeettulsa.com 918-492-3338
Professional Event Organizer:
Email and Phone:
On-site Contact: Timothy Dreiling Mobile: 918-230-5760
Billing Contact: Fleet Feet Sports Tulsa Phone: 918-492-3338
Billing Address: 5968 S Yale AVE
Tulsa, OK 74135

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 05/03/2024 Time: 4:00 PM
Street Closure for Event Setup: Date: 05/03/2024 Time: 4:00 PM
Street(s) to be Closed for Event Setup: Boulder Park Drive from Boulder Ave to Main St
Event Start: Date: 05/03/2024 Time: 5:30 PM
Street Closure for Event Start: Date: 05/03/2024 Time: 6:00 PM
Street(s) to be Closed for Event Start: See course map
Run, Walk, Parade Start Time: 6:30 PM Fun Run
7:15 PM 5K Run
Daily Event Hours: NA
Event End: Date: 05/03/2024 Time: 9:00 PM
Street Reopens after Event End: Date: 05/03/2024 Time: 8:30 PM
Event Teardown: Date: 05/03/2024 Time: 8:30 PM
Street Reopens after Event Teardown: Date: 05/03/2024 Time: 9:00 PM

Secondary Permits Required

Beer Sales, Alcohol Sales: Free Beer
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: 4 10x10 Provider and Phone: Fleet Feet owned tents
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: TPD Special Events Unit (918) 586-6054

Medical and/or First Aid Services: No Contact, Email and Phone: NA

Traffic Control Barricade Company: No Contact, Email and Phone: NA

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

Crowd Management Fencing Company: Yes Contact, Email and Phone: Fleet Feet owned fencing

Equipment Setup: Date: 05/03/2024 Time: 5:00 PM Equipment Pickup: Date: 05/03/2024 Time: 9:00 PM

Parking Type: Street, ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Fleet Feet Tulsa

Park: Yes Name of Park and Location: Dream Keepers Park, 1875 S Boulder Park Dr

Drone: No

Portable Toilets: Yes Provider and Phone: On Call (918) 397-7787

Total Number of Portable Toilets: 7 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 05/03/2024 Time: 3:00 PM

Equipment Pickup: Date: 05/06/2024 Time: 9:00 AM

Other Event Information: See Maps

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 1

Performer/Band name and music type: Traditional Mexican music

Sound Amplification: Yes

Start Time: 6:00 PM

Finish Time: 9:00 PM

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

Portable sound systems

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: Staff and volunteers to collect and properly dispose of all trash.

Number of Trash Receptacles: 8

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone: NA

Presented Event Concept to:

Business Assn, Businesses

If not presented, please explain:

NA

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: 02/12/2024 Date routed: 04/02/2024 Date for review: 04/17/2024

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. Mayor agenda
04/10/2024. City Council agenda 04/17/2024.



USATF Certification

Veterans Park Cinco De Mayo 5k Tulsa, OK – 5,000 meters

Effective Dates



Start/Finish: On Boulder Park Dr, directly in line with the south edge of the south sidewalk of the Veterans Memorial

1k/4k: On Riverside Dr, 8 m south of the flag pole of the Pythian Manor Apartments at 1700 Riverside Dr

2k/3k: On Riverside Dr, at 30 MPH sign in the southbound lane near where Riverside Dr starts at SW Blvd

2.5k Turnaround: On Southwest Blvd, 0.4 m south (past) of the light pole that is located where River Parks West Trail turns on/off of the SW Blvd Bridge

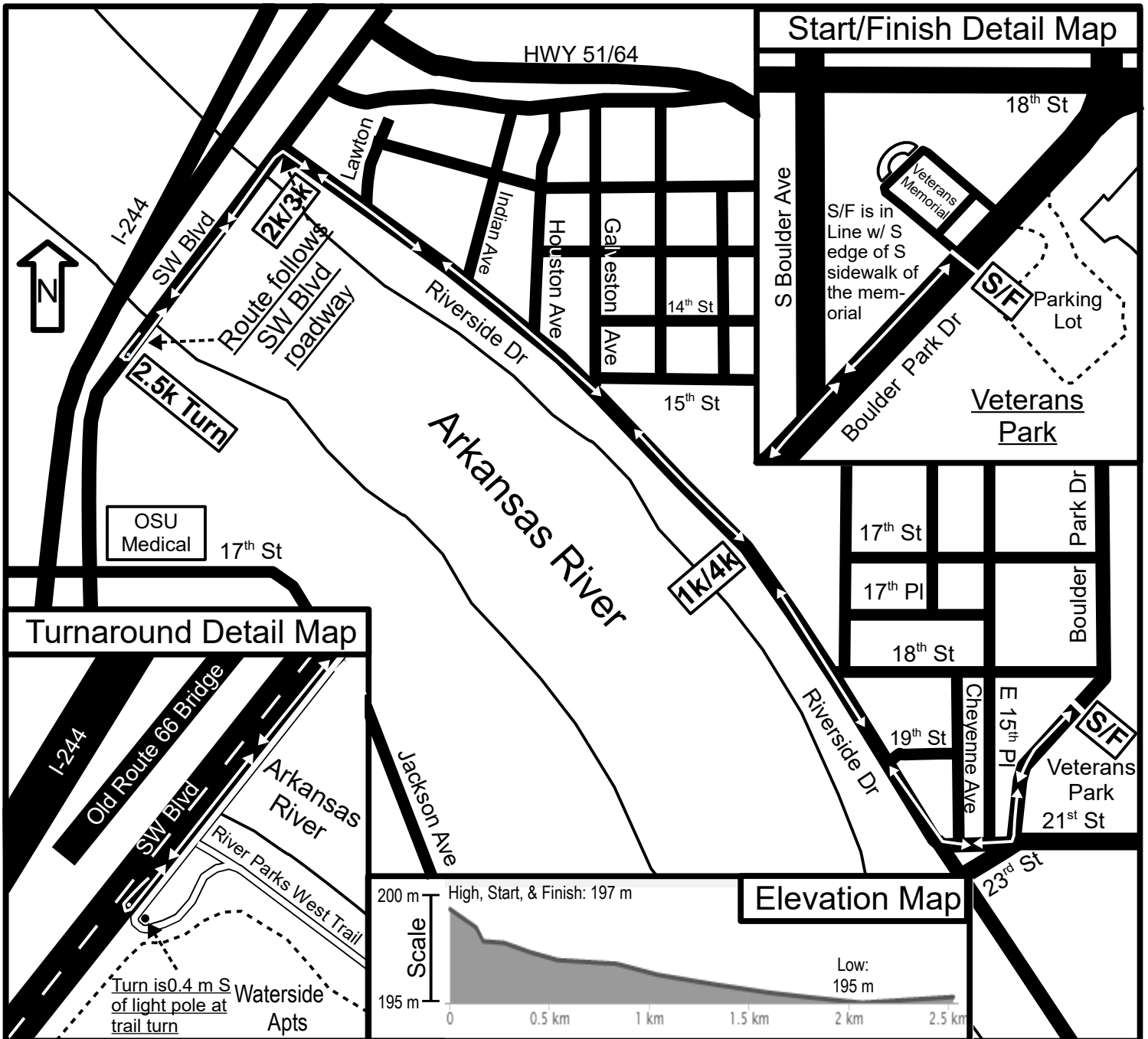
Race Contact:

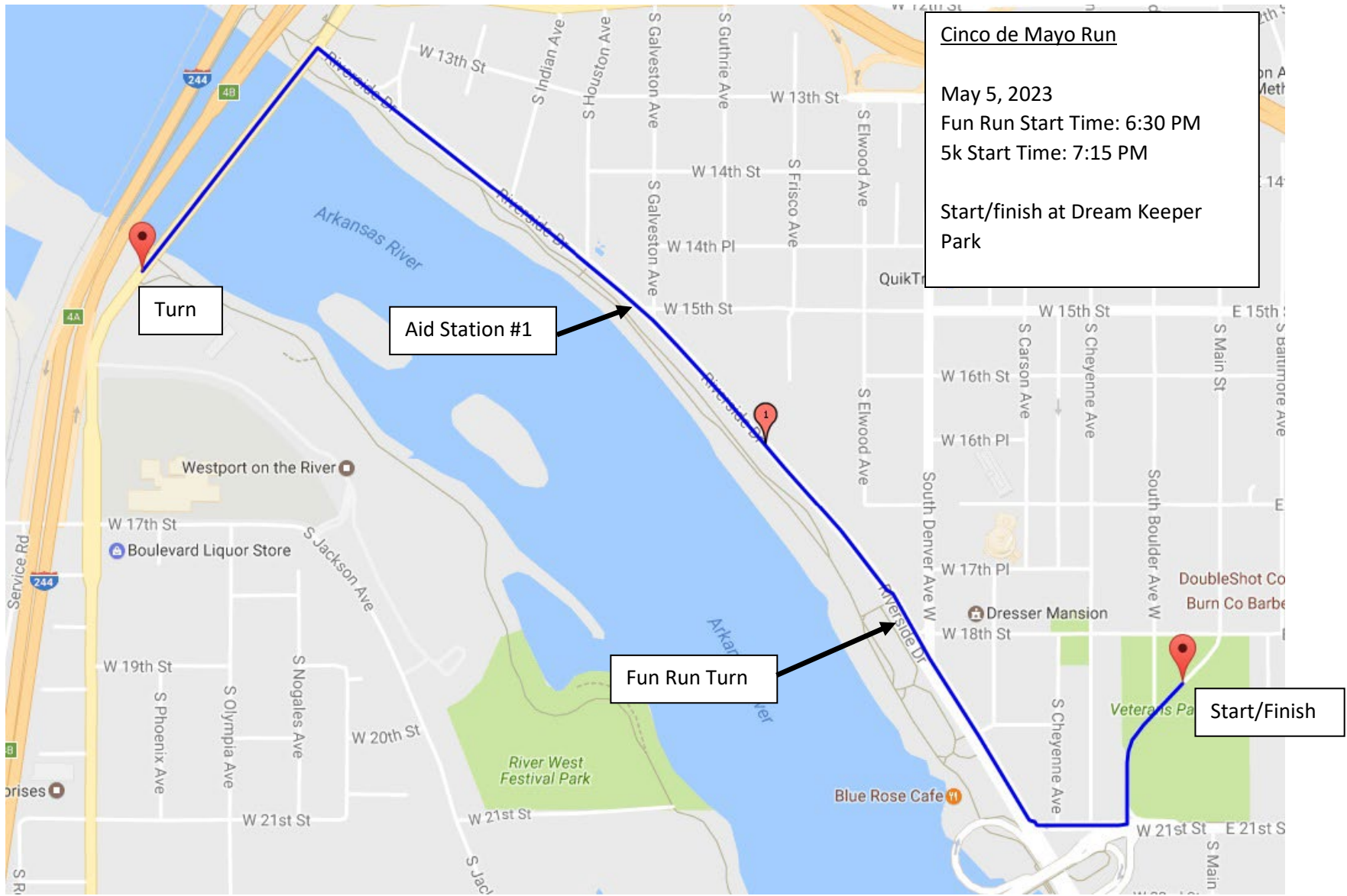
Tim Dreiling
Fleet Feet Tulsa
tim@fleetfeettulsa.com,
918-492-3338

Measured By:

Martin Updike,
1:40 Race Service, on 4/12/17
918-577-1956,
martin@i40raceservice.com

Shortest Possible Route (SPR) was followed over the whole roadway (unrestricted route). Start/finish and km split locations are marked with yellow paint and nails w/ washers.





Cinco de Mayo Run

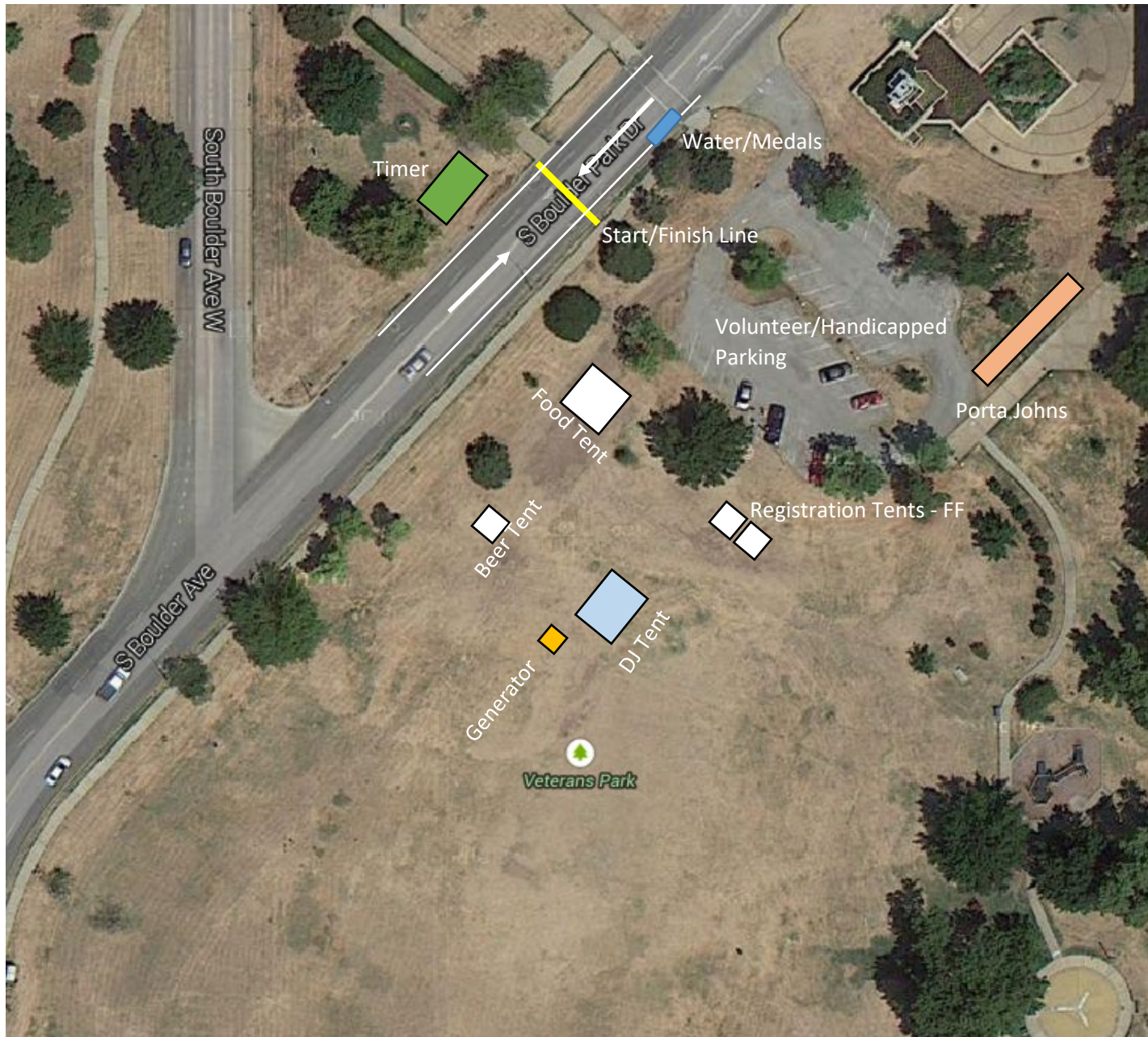
May 5, 2023
 Fun Run Start Time: 6:30 PM
 5k Start Time: 7:15 PM
 Start/finish at Dream Keeper
 Park

Turn

Aid Station #1

Fun Run Turn

Start/Finish



Cinco de Mayo Run
Setup Map
May 5, 2023

Timer

Water/Medals

Start/Finish Line

Volunteer/Handicapped
Parking

Porta Johns

Food Tent

Beer Tent

Registration Tents - FF

Generator

DJ Tent

Veterans Park

South Boulder Ave W

S Boulder Ave

S Boulder Ave