



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

---

Name of Event: Monte Cassino Octoberfest Fun Run

Date(s) of Event: October 11, 2024

Location Address: Start: 2100 S Yorktown Ave  
End: 2700 S Yorktown Ave

Council District(s): 4

Event Description: Elementary and middle school students fun run mile.

**Event Category:** Procession/March

**Event Includes:** Public Right of Way, Lane Closure, Sidewalk Closure, Street Closure

Anticipated Attendance: Total: 750

Per Day: 750

Anticipated Participants: Total: 750

Per Day: 750

Number of Events for Monthly Event: No

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

---

Host Organization: Monte Cassino School

Website: <https://www.montecassino.org/>

Chief Officer of Host Organization: Tracie Kutmas

Email and Phone: tkutmas@montecassino.org 918-746-4146

Applicant Name: BJ WEINTRAUB

Email and Phone: bweintraub@montecassino.org 918-746-4124

Professional Event Organizer:

Email and Phone:

On-site Contact: Joan Anderson

Mobile: 918-346-8585

Billing Contact: Monte Cassino School

Phone: 918-746-4120

Billing Address: 2206 S LEWIS AVE E  
Tulsa, OK 74114

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

---

**Event Setup:** Date: 10/11/2024 Time: 7:30AM  
Street Closure for Event Setup: Date: 10/11/2024 Time: 7:50 AM  
Street(s) to be Closed for Event Setup: Start Line: Yorktown Ave between 21st St and 22nd Pl.  
Finish Line: Parking Lot

**Event Start:** Date: 10/11/2024 Time: 8:20AM  
Street Closure for Event Start: Date: 10/11/2024 Time: 7:50 AM  
Street(s) to be Closed for Event Start: Racecourse: Yorktown Ave between 22nd Pl and 27th St  
Run, Walk, Parade Start Time: 8:20AM  
Daily Event Hours: 8:00 - 10:00AM

**Event End:** Date: 10/11/2024 Time: 10:00 AM  
Street Reopens after Event End: Date: 10/11/2024 Time: 10:30 AM

**Event Teardown:** Date: 10/11/2024 Time: 10:00 AM  
Street Reopens after Event Teardown: Date: 10/11/2024 Time: 10:30 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 & Sizes of Tents: 0 Provider and Phone: N/A  
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: N/A

**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 for Traffic Control

Medical and/or First Aid Services: Yes Contact, Email and Phone: First Aid Station

Traffic Control Barricade Company: No Contact, Email and Phone: N/A

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

Crowd Management Fencing Company: No Contact, Email and Phone: N/A

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

Parking Type: Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: N/A

**Sponsor and Other Event Information**

---

Event Sponsor(s): Monte Cassino

Park: No Name of Park and Location: N/A

Drone: No

Portable Toilets: No Provider and Phone: N/A

Total Number of Portable Toilets: 0                      Number of ADA Accessible Portable Toilets: 0

Equipment Setup: Date:                      Time:

Equipment Pickup: Date:                      Time:

Other Event Information: See Attachment

**Entertainment and Related Activities**

---

Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: N/A

Sound Amplification: No

Start Time: N/A

Finish Time: N/A

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

NA

Sound checks conducted prior to the event: No

Start Time: N/A

Finish Time: N/A

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

N/A

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

N/A

**Mitigation of Impact**

---

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Monte Maintenance Crew will help clean up. Will have dumpster on campus

Number of Trash Receptacles: 9

Number of Dumpsters: 1

Number of Recycling Containers: 1

Cleanup Service: No Provider and Phone: N/A

Presented Event Concept to:

Schools

If not presented, please explain:

N/A

**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: 08/29/2024    Date routed: 09/19/2024    Date for review: 09/25/2024

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 10/02/2024. Mayor agenda  
09/25/2024. City Council agenda 09/25/2024. Annual Event.

---

# OCTOBERFEST 2024

*Come Together. Right Now. For MC.*

## Octoberfest Run Map

On October 11, 2024 the Tulsa Police Department will close Yorktown between Monte Cassino and East 27th Street from approximately 8:00-10:00am.

