



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Maple Ridge Memorial Day Run Date(s) of Event: May 26, 2025
Location Address: Start: 2600 S Owasso Ave Council District(s): 4
End: 2500 S Woodward Blvd
Event Description: 5K and one mile running race in Maple Ridge neighborhood
Event Category: Athletic/Recreation
Event Includes: Public Right of Way, Street Closure
Anticipated Attendance: Total: 375 Per Day: 375
Anticipated Participants: Total: 350 Per Day: 350
Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: RunnersWorld Racing Website: <https://www.runnersworldtulsa.com/>
Chief Officer of Host Organization: Kathy Bratton
Email and Phone: runnersworldtulsa@yahoo.com 918-749-7557
Applicant Name: Kathy Bratton
Email and Phone: runnersworldtulsa@yahoo.com 918-749-7557
Professional Event Organizer: Kathy Bratton, RunnersWorld Racing
Email and Phone: runnersworldtulsa@yahoo.com 918-749-7557
On-site Contact: Kathy Bratton Mobile: 918-805-6905
Billing Contact: RunnersWorld Racing Phone: 918-749-7557
Billing Address: 3920 South Peoria Street
Tulsa, OK 74105

Event Timeline and Lane/Street Closure Information

Event Setup:	Date: <u>05/26/2025</u>	Time: <u>5AM</u>
Street Closure for Event Setup:	Date: <u>05/26/2025</u>	Time: <u>5AM</u>
Street(s) to be Closed for Event Setup:	<u>2600 S. Owasso Ave</u>	
Event Start:	Date: <u>05/26/2025</u>	Time: <u>8AM</u>
Street Closure for Event Start:	Date: <u>05/26/2025</u>	Time: <u>7:30AM</u>
Street(s) to be Closed for Event Start:	<u>Woodward Blvd, Cincinnati Ave, 29th St - See Map.</u>	
Run, Walk, Parade Start Time:	<u>One Mile 8AM</u> <u>5K Run 8:30AM</u>	
Daily Event Hours:	<u>7AM-11AM</u>	
Event End:	Date: <u>05/26/2025</u>	Time: <u>11AM</u>
Street Reopens after Event End:	Date: <u>05/26/2025</u>	Time: <u>10AM</u>
Event Teardown:	Date: <u>05/26/2025</u>	Time: <u>10AM</u>
Street Reopens after Event Teardown:	Date: <u>05/26/2025</u>	Time: <u>11AM</u>

Secondary Permits Required

Beer Sales, Alcohol Sales:	<u>Not Applicable</u>		
Number of Food Vendors:	<u>0</u>		
Number of Food Trucks:	<u>0</u>		
Food Cooked on-site:	<u>No</u>	Fuel(s) to be used:	
Number of Item Vendors:	<u>0</u>	Number of Service Vendors:	<u>0</u>
Number & Sizes of Tents:	<u>0</u>	Provider and Phone:	<u>N/A</u>
Number of Inflatables:	<u>No</u> <u>0</u>	Provider and Phone:	<u>NA</u>
Number of Amusement Rides:	<u>No</u> <u>0</u>	Provider and Phone:	<u>NA</u>
Use of fireworks, rockets, lasers, or other pyrotechnics:	<u>No</u>		
Provider and Phone:	<u>N/A</u>		

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: N/A

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: Street

Transportation Service: No service

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

Sponsor and Other Event Information

Event Sponsor(s): Maple Ridge Association, RunnersWorld Racing

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

Drone: No

Portable Toilets: Yes Provider and Phone: At Your Service (918) 272-0568

Total Number of Portable Toilets: 3 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: Time:

Equipment Pickup: Date: Time:

Other Event Information: See Attachments

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:

N/A

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: Will haul away trash

Number of Trash Receptacles: 0

Number of Dumpsters: 0

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone: N/A

Presented Event Concept to:

Residents, Alerted through Maple Ridge Neighborhood Association

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: 03/25/2025 Date routed: 05/06/2025 Date for review: 05/21/2025

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 05/07/2025. Mayor agenda
05/14/2025. City Council agenda 05/21/2025. Maps uploaded 04/29/2025. Fun Run map revised
05/06/2025.

Fun Run Course



