



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### **Summary of Event**

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Name of Event: St. John ZooRun Date(s) of Event: Saturday, October 6, 2018  
Location Address: 6421 E 36TH ST N Council District(s): 3  
Event Description: Tulsa Zoo hosting the 49th annual St. John ZooRun which includes a 5K, 10K, and St. John 1-mile Fun Run. The 5k and 10k races begin in Mohawk Park and finish inside the zoo. The 1-mile Fun Run takes places entirely on zoo grounds.

**Event Category:** Athletic/Recreation

**Event Includes:** Amplified Sound, Tent/Canopy, Public Right of Way, Public Park, Live Entertainment, We rent the Tulsa Parks mobile stage.

Anticipated Attendance: Total: 4000 Per Day: 4000

Anticipated Participants: Total: 3000 Per Day: 3000

Number of Events for Monthly Event: NA

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

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Host Organization: Tulsa Zoo Management, Inc. Website: www/tulsazoo.org/zoo-events/st-john-zoorun  
Chief Officer of Host Organization: Terrie Correll  
Email and Phone: 918-669-6600  
Applicant Name: Sarah Bowen  
Email and Phone: sbowen@tulsazoo.org 918-669-6224  
Professional Event Organizer: NA  
Email and Phone:  
On-site Contact: Sarah Bowen Mobile: 918-633-9331  
Billing Contact: Tulsa Zoo Management, Inc. Phone: 918-669-6224  
Billing Address: 6421 E. 36th Street North  
Tulsa OK 74115

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

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**Event Setup:** Date: 10/06/2018 Time: 5:00 am  
Street Closure for Event Setup: Date: 10/06/2018 Time: 5:00 am  
Street(s) to be Closed for Event Setup: All roads and shelters inside Mohawk Park have been reserved from 5:00 am to Noon for Saturday, October 6 through the City of Tulsa Parks Department.

**Event Start:** Date: 10/06/2018 Time: 6:30 am  
Street Closure for Event Start: Date: 10/06/2018 Time: 5:00 am  
Street(s) to be Closed for Event Start: All roads and shelters inside Mohawk Park have been reserved from 5:00 am to Noon for Saturday, October 6 through the City of Tulsa Parks Department.

Run, Walk, Parade Start Time: 1-mile Fun Run begins at 8:00 am.  
5K Race begins at 8:30 am.  
10K Race begins at 9:00 am.

Daily Event Hours: 6:30 am - 12:00 pm.

**Event End:** Date: 10/06/2018 Time: 12:00 pm  
Street Reopens after Event End: Date: 10/06/2018 Time: 10:00 am

**Event Teardown:** Date: 10/06/2018 Time: 12:00 pm  
Street Reopens after Event Teardown: Date: Time:

## **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 of Tents/Canopies: 3 Provider and Phone: 20x20 tents provided by City of Tulsa - (918) 596-2527,  
80x120 tent provided by Integrity Party Rental - (918) 369-9494  
Number of Inflatables: 2 Provider and Phone: Jumpin Jiminy - (918) 291-5867.  
Number of Amusement Rides: 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**

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Security and/or Police: Contact, Email and Phone: Tulsa Police Department Special Events,  
Sgt. Chris Witt,  
[cwitt@cityoftulsa.org](mailto:cwitt@cityoftulsa.org),  
(918) 527-0025

Medical and/or First Aid Services: Contact, Email and Phone: We will have a dedicated EMSA unit on site -  
918-569-3100,  
St. John Health System will provide nurses for 2  
first aid tents. Contact is Kimberly Will at  
[kimberly.will@ascension.org](mailto:kimberly.will@ascension.org).

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

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

Crowd Management Fencing Company: Contact, Email and Phone: NA

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

Parking Type: ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

**Sponsor and Other Event Information**

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Event Sponsor(s): St. John Health System / Ascension, New Balance Tulsa

Name of Park and Location, if applicable: Mohawk Park,  
5701 E. 36th Street N,  
Tulsa, OK 74115

Drone: No

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

Total Number of Portable Toilets: 18                      Number of ADA Accessible Portable Toilets: 2

Equipment Setup: Date: 10/05/2018                      Time: By 3:00 pm

Equipment Pickup: Date: 10/08/2018                      Time: By 12:00 pm

Other information: NA

**Entertainment and Related Activities**

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Number of Stages: 3

Number of Performers/Bands: 3

Performer/Band name and music type: We will be using a DJ on all three stages to play music, make announcements, conduct awards ceremony, etc.

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 equipment

Sound checks conducted prior to the event: No

Start Time:

Finish Time:

Describe hot air balloons, fire lanterns or similar devices used at event:

NA

Describe the use of any signs, banners, decorations, or special lighting used at event:

Event signage includes directional signage for runners, parking signs, sponsor banners, etc.

**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, event staff, and volunteers will be in charge of all trash clean up and proper disposal.

Number of Trash Receptacles: 70

Number of Dumpsters: 4

Number of Recycling Containers: 40

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Other entities

**Avidavit 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: 07.12.2018      Date routed: 09.18.2018      Date for review: 09.19.2018

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: Form Revised 09.18.2018



36th St. North

Sheridan Ave.

- |                     |                         |
|---------------------|-------------------------|
| First Aid           | St. John Fun Run Start  |
| Restroom            | St. John Fun Run Route  |
| Hospitality, Awards | St. John Fun Run Finish |
| 5k Race Start       | 10k Race Start          |
| 5k Route            | 10k Route               |
| 5k Finish           | 10k Finish              |

## INFORMATION

### ST. JOHN FUN RUN

- Starts at the entrance to Lost Kingdom exhibit complex and ends in Penguin Plaza
- St. John Fun Run Fun Zone is located near Penguin Plaza. This area includes St. John family activities, face painting, jupiter jumps, refreshments, and more!

### 5K AND 10K RACES

- Starts outside of the zoo in Mohawk Park and ends in front of the Conservation Center.
- 5k and 10k runners hospitality area will be located at the H.A. Chapman Event Lodge.

▶▶▶ Follow the orange flags on grounds for the quickest route back to the front entrance of the zoo.

#### PACKET PICK-UP SPONSOR



Linda Brown - real estate

#### INDIVIDUAL SPONSORS

Robert E. Patterson



#### WATER STOP SPONSOR

Admiral Express

**SPECIAL THANKS** to these zoo partners for building a better zoo through their continued support.

The Helmerich Trust



H.A. and Mary K. Chapman Charitable Trust



Tulsa Zoo 5K  
Tulsa, OK

USATF Certification  
OK15056KH

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

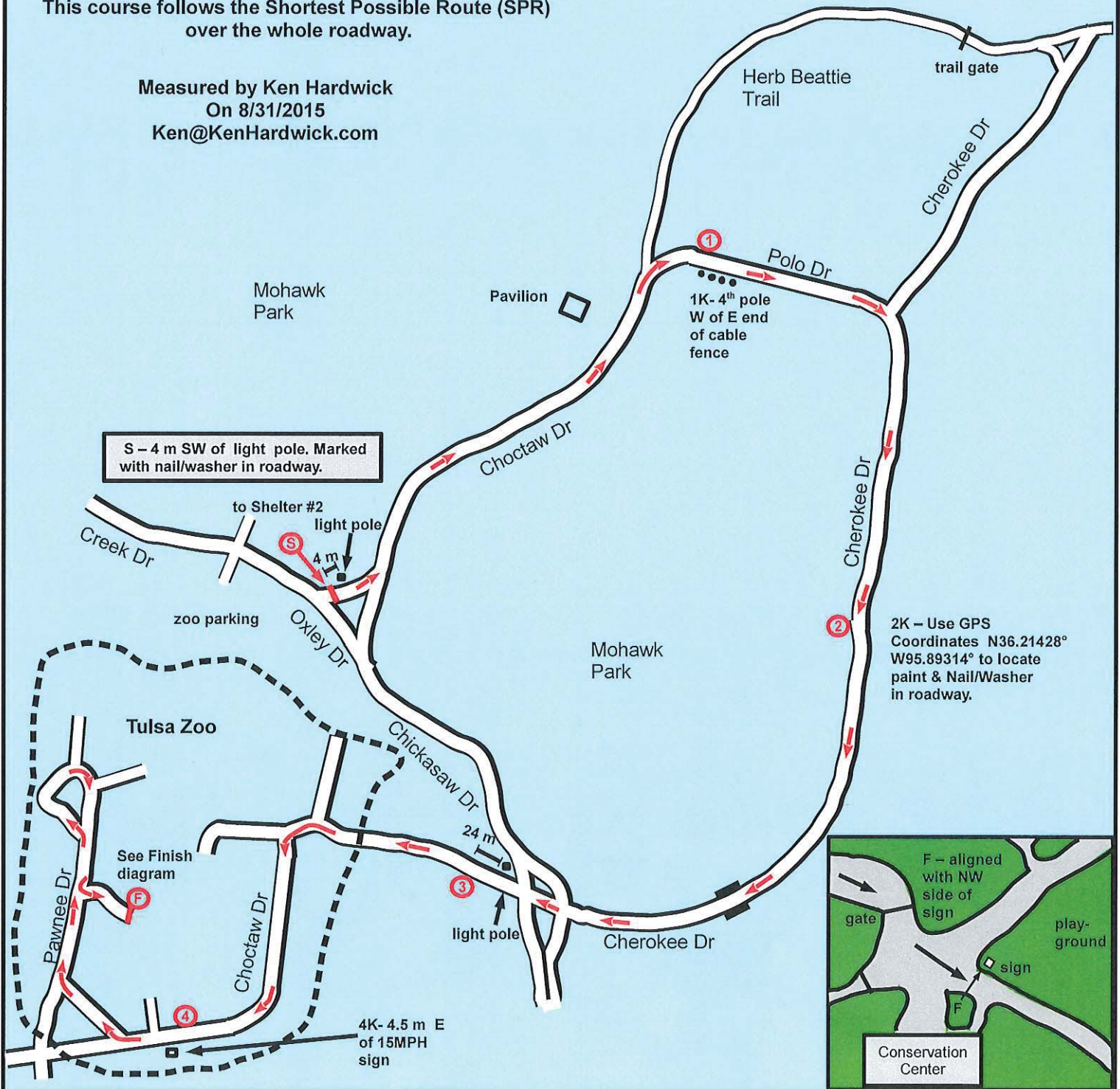
GPS coordinates are given ONLY  
to get close to documented locations.

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



**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.

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.

