



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: Tulsa Juneteenth 5K and 1 Mile Run

Date(s) of Event: Saturday, June 15, 2024

Location Address: Start: 200 N Boston Ave  
End: 300 N Boston Ave

Council District(s): 1

Event Description: 5K and 1Mile Run in celebration of the 2024 Tulsa Juneteenth Festival and national Juneteenth holiday.

**Event Category:** Athletic/Recreation

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

Anticipated Attendance: Total: 500

Per Day: 500

Anticipated Participants: Total: 500

Per Day: 500

Number of Events for Monthly Event: No

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

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Host Organization: Tulsa Juneteenth Inc

Website: https://www.tulsajuneteenth.org/

Chief Officer of Host Organization: Lauren Corbitt

Email and Phone: info@tulsajuneteenth.org 918-764-8833

Applicant Name: Lauren Corbitt

Email and Phone: info@tulsajuneteenth.org 918-764-8833

Professional Event Organizer:

Email and Phone:

On-site Contact: Lauren Corbitt

Mobile: 918-856-1214

Billing Contact: Tulsa Juneteenth Inc

Phone: 918-764-8833

Billing Address: 700 North Greenwood Avenue  
Tulsa, OK 74106

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

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**Event Setup:** Date: 06/15/2024 Time: 6:30am  
Street Closure for Event Setup: Date: 06/15/2024 Time: 5:30am  
Street(s) to be Closed for Event Setup: Start/Finish Line. Reconciliation Way between Boston Ave and MLK Jr. Blvd.

**Event Start:** Date: 06/15/2024 Time: 7am  
Street Closure for Event Start: Date: 06/15/2024 Time: 6:30am  
Street(s) to be Closed for Event Start: See Course Map  
Close 1K Course - 6:30am  
Close 5K Course - 7am

Run, Walk, Parade Start Time: 1K Run - 7am  
5K Run - 7:30am

Daily Event Hours: 7am-10am

**Event End:** Date: 06/15/2024 Time: 10am  
Street Reopens after Event End: Date: 06/15/2024 Time: 9am

**Event Teardown:** Date: 06/15/2024 Time: 10am  
Street Reopens after Event Teardown: Date: 06/15/2024 Time: 10am

## **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: 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**

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Security and/or Police: Yes Contact, Email and Phone: TPD Special Events Unit Lieutenant Jack Hoehner, jhoehner@cityoftulsa.org (918) 586-6054

Medical and/or First Aid Services: Yes Contact, Email and Phone: Tulsa Fire Department Robert Brown, robertborwn@cityoftulsa.org (918) 596-9200

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, ADA parking available, Paved Lot

Transportation Service: No service

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

**Sponsor and Other Event Information**

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Event Sponsor(s): Vital Energy

Park: Yes Name of Park and Location: Guthrie Green, 111 E Reconciliation Way

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 racecourse map (counterclockwise). Official certified racecourse map pending. Turnaround will be on Greenwood Ave north of Marshall St.

**Entertainment and Related Activities**

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Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: N/A

Sound Amplification: No

Start Time:

Finish Time:

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

N/A

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:

N/A

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

Event Signage

Start/Finish Line Signage

**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: Guthrie Green Maintenance Staff will cover cleaning

Number of Trash Receptacles: 5

Number of Dumpsters: 1

Number of Recycling Containers: 3

Cleanup Service: No Provider and Phone: N/A

Presented Event Concept to:

If not presented, please explain:

Pending

**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

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

Date received: 05/30/2024 Date routed: 06/04/2024 Date for review: 06/12/2024

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 06/06/2024. Mayor agenda 06/12/2024. City Council agenda 06/12/2024. Draft map finalized 06/04/2024. Certified map pending.

