



The City of
OKLAHOMA CITY

SPECIAL EVENT PERMIT

Current date 4/1/2024

Applications processed in the order received / Preference given to long-standing events

Event Red Coyote Juneteenth on the East 5K

Expected number of participants 1200

Event coordinator(s) Red Coyote Running & Fitness & the With Love Project

Email address + address joseland@redcoyoterunning.com 5720 N Classen OKC, OK 73118

Phone 405-919-9587 Fax NA

Event Start: Day/Date Friday June 14th Time 7:00 pm

Event End: Day/Date Friday June 14th Time 9:00 pm

Setup: Day/Date Friday June 14th Start time 4:00 pm End time 6:00 pm

Teardown: Day/Date Friday June 14th Start time 8:30 pm End time 9:00 pm

Street Closure Times (if applicable)

Closure: Day/Date Friday June 14th Time 5:00 pm

Reopening: Day/Date Friday June 14th Time 9:00 pm

Event description (activities, exact location or address, etc.). **Please also submit an event site map.**

The Juneteenth on the East 5K is a free event for the East Side community presented by Red Coyote

Running & Fitness in partnership with the With Love Project Juneteenth on the East Festival weekend.

We are asking for a closure on Rhode Island between NE 21st Street and NE 23rd Street to hold the event.

The event will start on Rhode Island and run a circuit through the local neighborhoods before returning

to the finish. The run celebrates the spirit of the Juneteenth Holiday while raising awareness of health

and wellness for our community.

Is this an annual event? Yes If yes, how many years? 2

How many vendors will sell items at your event (retail, food, beverages, etc.)?

☐ None ☒ 1 ☐ 2-10 ☐ 11-25 ☐ 26-50 ☐ 50+

Please note: the deadline for the food vendor list is a strict 10 business days prior to the event.

Download forms @ okc.gov/specialevents



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Event Includes:

- | | | |
|--|---|--|
| <input type="checkbox"/> Block party | <input checked="" type="checkbox"/> Street closure | <input type="checkbox"/> Assembly event
(First Amendment) |
| <input type="checkbox"/> Beverage sales | <input checked="" type="checkbox"/> Procession | <input checked="" type="checkbox"/> Residential area |
| <input type="checkbox"/> Alcohol sales | <input type="checkbox"/> Parade | <input checked="" type="checkbox"/> Non-residential area |
| <input type="checkbox"/> Food sales | <input checked="" type="checkbox"/> Amplified sound | <input type="checkbox"/> Parklet |
| <input type="checkbox"/> Merchandise sales | <input type="checkbox"/> Live entertainment | <input checked="" type="checkbox"/> Athletic event |
| <input type="checkbox"/> Street activities | <input type="checkbox"/> Electrical wiring/generator(s) | <input type="checkbox"/> Filming |

Number of tents 5

Size of tent(s) 10x10 pop up

Please note: the application deadline for ABLE (alcohol) licenses is **60 days** prior to the event.

Primary contacts (during event):

Name John Oseland
mobile 405-919-9587
email joseland@redcoyoterunning.com

Name Burke Beck
mobile 405-823-3450
email burke@redcoyoterunning.com

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Event Coordinator Signature John Oseland

Digitally signed by John Oseland
DN: cn=John Oseland, o=Red Coyote Running and Fitness, ou,
email=joseland@redcoyoterunning.com, c=US
Date: 2024.04.09 10:36:21 -05'00'

(By signing this permit, the event coordinator and their organizing partners agree to abide by the applicable general rules of application listed and the applicable laws referenced under City of Oklahoma City Municipal Code Chapters 50 and 60)

Return to: Special Events – Public Information & Marketing, 200 N Walker, OKC, OK 73102
email: specialevents@okc.gov office 405-297-2890 fax 405-297-3124

SPECIAL EVENTS OFFICE USE

Staff comments

Special Events Office Approval _____



Juneteenth on the East 5K

1734 NE 23rd Street

Intersection of Rhode Island & 23rd Street

Race Day Timeline

3:00 pm

- Advance team on site to mark course and set signs

4:00 pm

- Support arrives at race site with Red Coyote van.
- Red Coyote Production Team arrives on site.
- RC Community Outreach Manager arrives at race site
- Main tents, tables, power, and computers set up for packet pick up

5:00 pm

- Barricades set and Rhode Island closed between 23rd and 21st.
- On site packet pick up opens
- Start / finish line and timing equipment set up.
- Food trucks arrive onsite between 5-6 pm

6:30 pm

- Water stop team departs for location and preparation
- Police arrive on site for checks and deployment meeting

6:45 pm

- Runners staged and ready for welcome remarks

7:00 pm

- Race starts

7:15 pm

- Result stations set
- Finisher medals and water staged
- Extra registration volunteers move to hand out finisher medals
- First finisher possible.

7:30 pm

- Production team begins packing up all nonessential items

8:00 pm

- Follow Team picks up tape, signs, and water stop supplies behind last runner
- Last runner finishes and load up begins

8:30 pm

- Road reopened to traffic as soon as load out is complete
- Team photo, Production team gift cards

9:00 pm

- Finished, packed up, and rolling out.







Red Coyote Event Emergency Procedures Plan

Event: Red Coyote Juneteenth on the East 5K

Date: 6/14/2024

On Site Contact

Race Director – John Oseland 405-919-9587

joseland@redcoyoterunning.com

Each event will have a contact sheet of all event production staff phone numbers.

Red Coyote works directly with OKC Police Department Special events to coordinate the needed officer coverage for traffic and public safety.

Red Coyote will staff Two Water Stop / Aid Stations on the course for participant hydration and in race support. Minor first aid is available as well as communication services to event staff.

Transportation services for those unable to complete the run are available via our SAG personnel following last runners in the event.

Medical Tent and Support personnel are available at the start finish line

Accidents or medical emergencies - Staff will call 911 and Race Director immediately. Team members will stay with participant while another acts as contact for medical personnel. Depending on circumstances, other logistics and team members will be involved to support or transport athlete back to start finish. Any 911 response will be handled by EMSA.

Weather – Red Coyote reserves the right to postpone or cancel events due to unforeseen weather circumstances. We will hold or suspend running events for 30 minutes in case of lightning strikes within a ten mile radius. A decision will be made at that time whether to continue or postpone the event.

Lost or missing person – All Red Coyote event production staff can assist. Contact race director immediately. Announcements will be made on the public address system. Message will be relayed to course support team with number and description. When subject of search is found, please notify all event staff for closure.

Final runners and course closure. Red Coyote course support staff will monitor participant traffic and sweep course or follow final participants to ensure all athletes finished and off the course.



The City of
OKLAHOMA CITY

SPECIAL EVENTS

AFFIDAVIT OF CONSENT FROM, AND NOTICE TO, PROPERTIES ABUTTING EVENT

AFFIDAVIT

STATE OF OKLAHOMA}

COUNTY OF OKLAHOMA}

Know all men by these presents: I, John Oseland
as event coordinator of the Red Coyote Juneteenth on the East 5K

Event Name

hereby certify that all required property owners abutting the street closure for the named event have
been notified in writing and have provided consent that the right-of-way be closed Friday June 14th 2024
date(s)


Signature

4/9/24
Date

Subscribed and sworn before me this 9th day of April, 2024.

My commission expires _____




Notary Public



The City of
OKLAHOMA CITY

SPECIAL EVENTS

AFFIDAVIT OF WRITTEN NOTICE TO PROPERTIES ABUTTING EVENT

AFFIDAVIT

STATE OF OKLAHOMA)

COUNTY OF OKLAHOMA)

Know all men by these presents: I, John Oseland

Name

as event coordinator of Red Coyote Juneteenth On the East 5K

Event Name

hereby certify that property owners abutting the named event have been notified in writing that the right-of-way will be closed (date(s)) Friday, June 14th 2024 from 5-9pm

A handwritten signature in black ink, appearing to read "John Oseland", written over a horizontal line.

Signature

4/9/24

Date

Subscribed and sworn before me this 9th day of April, 2024



A handwritten signature in black ink, appearing to read "Rick Breashears", written over a horizontal line.

Notary Public

My commission expires _____

Find additional info and forms @ www.okc.gov/specialevents



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/18/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Insurance Management Group 12730 Coldwater Rd Ste 103 Fort Wayne IN 46845	CONTACT NAME: Liz Painter PHONE (A/C, No, Ext): (260) 338-2434 E-MAIL ADDRESS: lpainter@insmgt.com FAX (A/C, No): (765) 664-0761
INSURED Road Runners Club of America/2024 and Its Member Clubs 1501 Langston Boulevard, Suite 140 Arlington VA 22209	INSURER(S) AFFORDING COVERAGE INSURER A: Granite State Insurance Company INSURER B: National Union Fire Insurance Company of Pittsburgh, PA INSURER C: INSURER D: INSURER E: INSURER F:
	NAIC # 23809 19445

COVERAGES**CERTIFICATE NUMBER:** 2024 \$2M A.I. Liability**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Legal Liability to Participants \$2,000,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: Per Event Basis			AIL0003450335200	12/31/2023	12/31/2024	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Abuse and Molestation \$ 500,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			AIL0003450335200	12/31/2023	12/31/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N <input type="checkbox"/>	N / A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Excess Medical & Accident (\$250 Deductible/Claim)			AID0003450335800	12/31/2023	12/31/2024	Excess Medical \$10,000 AD & Specific Loss \$2,500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Certificate Holder is the City of Oklahoma City and its Trusts. This Certificate Holder is an Additional Insured on the General Liability policy per the Additional Insured Automatic Status Endorsement. All Certificate Holder privileges apply only if required by written agreement between the Certificate Holder and the insured and are subject to the policy terms and conditions.. DATE OF EVENT(S): 06/14/24 Red Coyote Juneteenth on the East 5K , 06/22/24 Red Coyote Love Run 5K & 10K and 10/06/24 Red Coyote Runtoberfest 5K INSURED RRCA CLUB/EVENT MEMBER: Red Coyote Running & Fitness
ATTN: John Oseland, 5720 N Classen Blvd, Oklahoma City OK 73118
Processed by RMV

CERTIFICATE HOLDER**CANCELLATION**06/14/24 City of Oklahoma City
200 N. Walker

Oklahoma City

OK 73102

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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