



The City of  
**OKLAHOMA CITY**

# SPECIAL EVENT PERMIT

Current date 3/6/2023

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

Event Red Coyote Runtoberfest 5K

Expected number of participants 800

Event coordinator(s) Red Coyote Running & Fitness

Email address joseland@redcoyoterunning.com

Mailing Address 5720 N. Classen Blvd. Oklahoma City, OK. 73118

Phone 405-919-9587 Fax NA

Event Start: Day/Date Sunday October 1st Time: 3:00 pm

Event End: Day/Date Sunday October 1st Time: 5:30 pm

Setup: Day/Date Sunday October 1st Start time: 1:00 pm End time: 3:00 pm

Teardown: Day/Date Sunday October 1st Start time: 4:30 pm End time: 5:30 pm

Event description (Exact location, activities...)

The Red Coyote Runtoberfest is a 5K Run and Fall Running festival presented by Red Coyote Running & Fitness. The event helps support our Girls on the Run and running programs for all abilities in a grass roots social setting. The run will be based on Park Place between Walker and Hudson and we are requesting a closure of this street for the duration of the event. The remainder of the course would be controlled by OCPD as a moving procession. Event follows flow of traffic and will impact roadways on the course for approximately 30 minutes in any given area.

Is this an annual event? Yes If yes, how many years? 10

How many vendors will sell items at your event (retail, food, beverages, etc.)? 0



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**Event Includes:**

- |   |  |  |
|---|--|--|
| <input checked="" type="checkbox"/> Block party | <input checked="" type="checkbox"/> Street closure       | <input type="checkbox"/> Assembly event            |
| <input type="checkbox"/> Alcohol sales          | <input checked="" type="checkbox"/> Residential area     | <input checked="" type="checkbox"/> Athletic event |
| <input type="checkbox"/> Low-point beer sales   | <input checked="" type="checkbox"/> Non-residential area | <input type="checkbox"/> Parade                    |
| <input type="checkbox"/> Food sales             | <input checked="" type="checkbox"/> Amplified sound      | <input checked="" type="checkbox"/> Procession     |
| <input type="checkbox"/> Merchandise sales      | <input type="checkbox"/> Live entertainment              | <input type="checkbox"/> Open flames               |
| <input type="checkbox"/> Street activities      | <input type="checkbox"/> Electrical wiring/generator(s)  | <input type="checkbox"/> Tent/Canopy*              |

\*Number of tents 5

\*Size of tent(s) 10X10

**Primary contacts (during event):**

Name John Oseland  
mobile 405-919-9587  
email john@ultramaxsports.com

Name Burke Beck  
mobile 405-840-0033  
email burke@ultramaxsports.com

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**Event Coordinator Signature** \_\_\_\_\_

*(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](mailto:specialevents@okc.gov) office 405-297-2890 fax 405-297-3124

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**SPECIAL EVENTS OFFICE USE**

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Staff comments

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**Special Events Office Approval** \_\_\_\_\_



## Red Coyote Runtoberfest Race Day Timeline

- 12:30 pm – Red Coyote Production Team arrives on site for set up.
- 1:00 pm – Timing crew arrives for set up.
- 1:00 pm – RC Van unloaded, contents divided to registration, finish line, course marking, and water stops
- 1:00 pm – Tents & tables for registration packet pick up set up
- 1:00 pm – Fencing team driving stakes and zip ties RC fence at staging coral.
- 1:30 am – Course marking team launched to put out signs and pull traffic barricades
- 1:30 pm – RC Van Launches with water stop supplies for set up and staging
- 1:30 pm – Registration packet pick up set up continues, generator, computers, shirts, packet supplies staged and ready
- 2:00 pm – Coop Aleworks arrives for set up
- 2:00 pm – Packet Pick Up and Race Day Registration opens
- 2:00 pm - Bike lead arrive in time for recon ride if necessary
- 2:00 pm – Music and announcements start
- 2:30 pm– Post race water and medals prepared and staged for movement after race start
- 2:30 pm – Course marking and turn locations complete and check in
- 2:30 pm – OCPD arrive on site for orientation and checks
- 2:30 pm – First Aid Tent finalized and set
- 2:30 pm – Water stop staffing, (Girls on the Run), arrives at stop or final set up and prep. Ready by 3:00
- 2:45 pm – RC Van back from course for start.
- 2:45 pm – Bike lead returns from recon ride and ready for start.
- 3:00 pm – 5K Starts
- 3:10 pm – First runners possible at water stop
- 3:10 pm – RC Van launches as race sag to peel tape and pick up signs
- 3:15 pm – Check in Computers converted to results kiosks
- 3:15 pm – Awards pick up tent set up and ready
- 3:15 pm am – Post race medals staged and ready.



## Red Coyote Runtoberfest Race Day Timeline

3:15 pm – All finish line team members in place

3:17 pm – Possible first finishers arriving from course

3:20 pm – Site crew breaks down and loads any non essential gear from packet pick up / registration.

3:25 pm – Results and awards team members in place

3:45 pm – Overall Male and Female award presentation. Awards tent opens for age group awards.

3:40 pm – Last runner possible at water stop, (20:00 pace) RC Van passes.

3:45 pm – Course team packs up water stop and returns to start finish, (Mike's SUV)

3:45 pm – Post race party opens at Fassler Hall

4:00 pm – All return and unassigned team members begin packing up and loading all nonessential items

4:15 pm – OCPD given all clear as last runners off Hudson

4:15 pm am – Final Runner

4:15 pm – Production team Picture at Finish Line

4:15-45 pm – Final breakdown begins, truck loaded

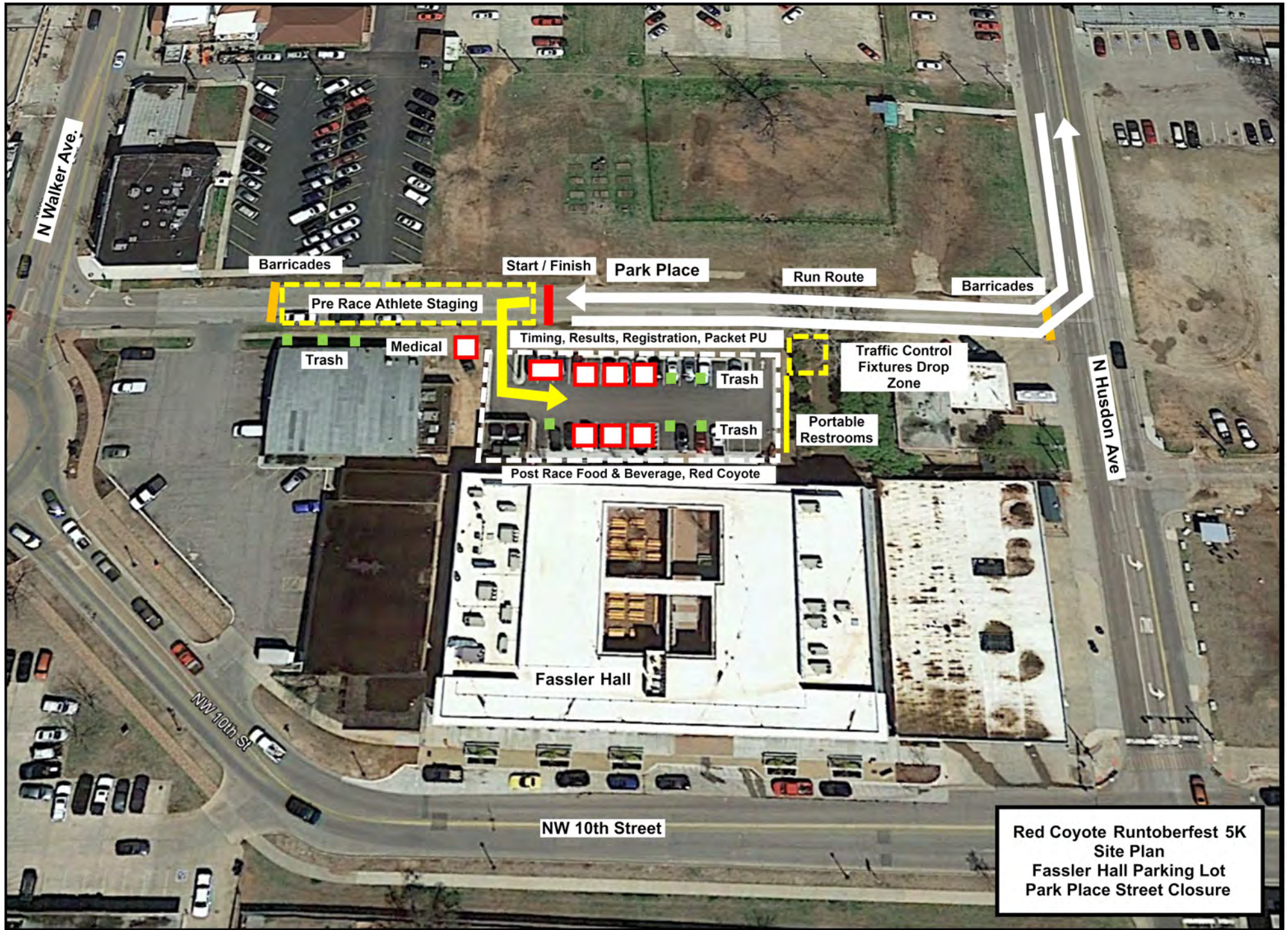
4:15-45 pm – Timing team breakdown after final runner (golf cart)

5:00 pm – Post race gathering at Fassler Hall, Gift Cards

7:00 am – Monday trailer return

8:00 am – Monday morning truck unload at store

Heart Felt Thank You For Another Great Red Coyote Event!



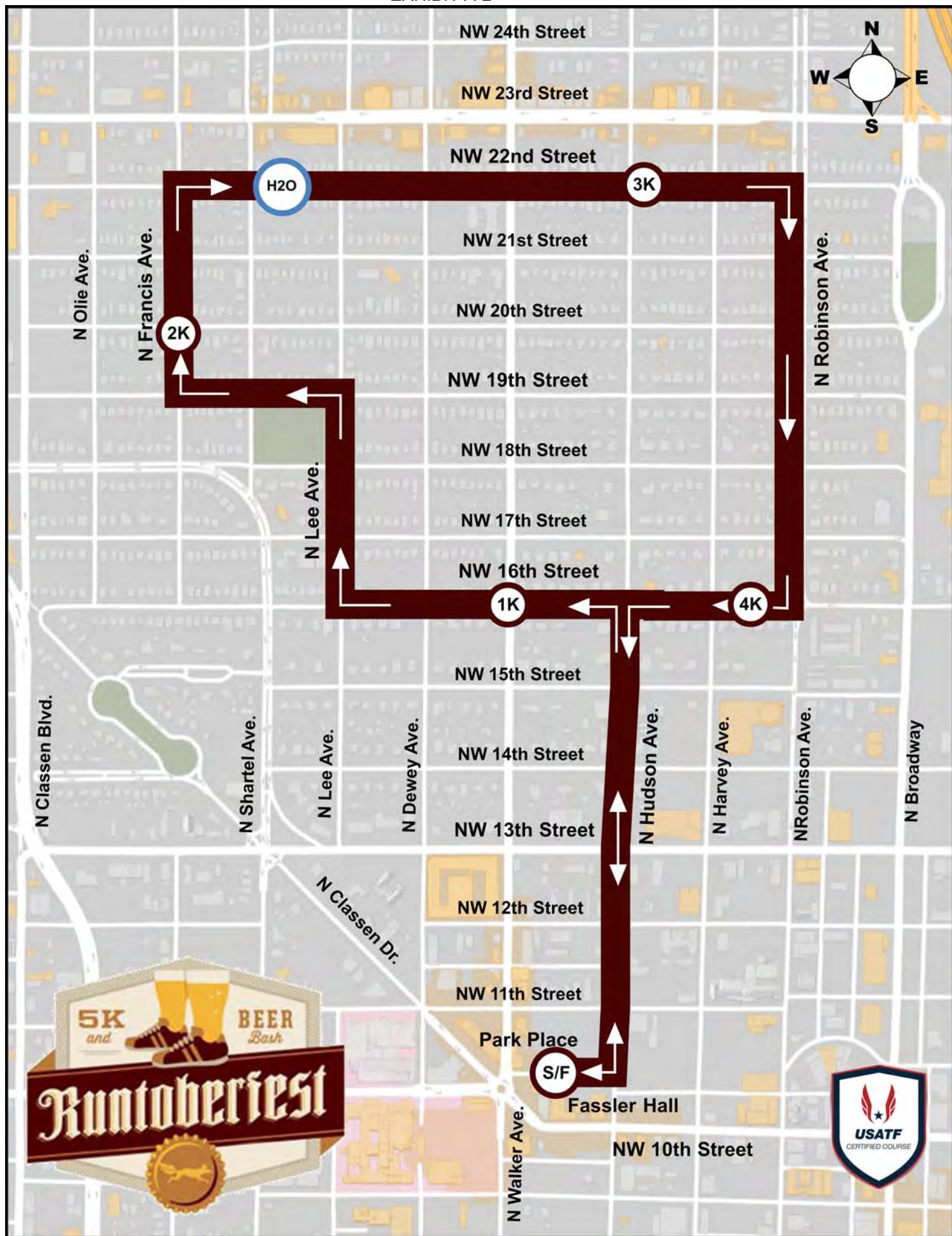
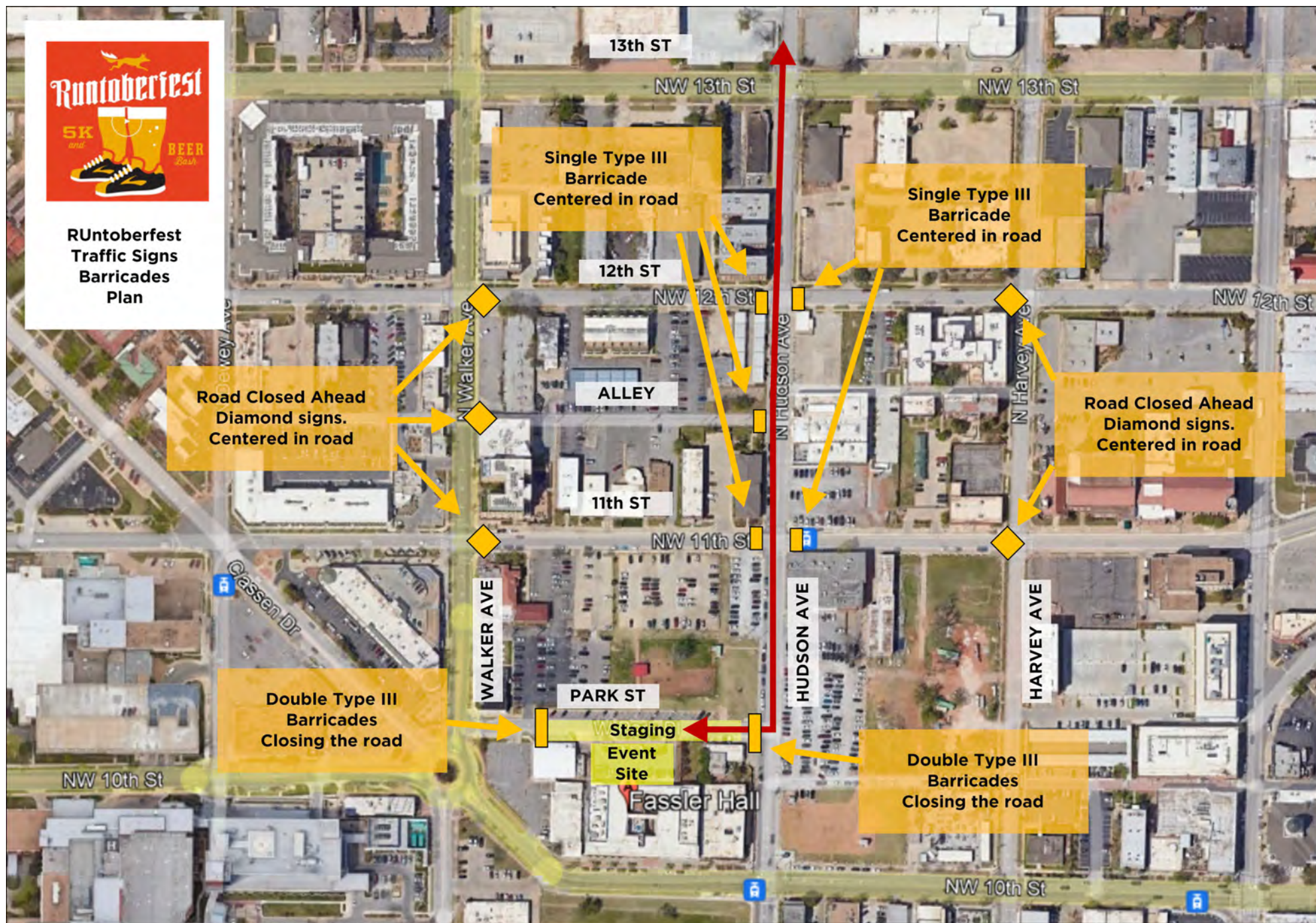


EXHIBIT B





**Red Coyote Runtoberfest 5K  
Parking Plan & Lot Options  
Close to Fassler Hall**



\*\*\*\*\* EVENT NOTICE \*\*\*\*\*

## Red Coyote Runtoberfest 5K

Red Coyote Running and Fitness will be presenting the Runtoberfest 5K run from Fassler Hall in Midtown OKC on Sunday afternoon October 1st at 3:00 pm. Park Place between Walker and Hudson will be closed from 1:00 pm to 5:30 pm. Other streets on the course will be affected for approximately 30 minutes in any given area from 3:00 pm to 5:30 pm. The event will have 20 OCPD personnel to manage traffic and we have included the course map below for additional details and information.

You can visit online for additional details at [www.redcoyoterunning.com](http://www.redcoyoterunning.com). Thank you for your patience and support. We invite you to join us for the fun!



John Oseland - Ultramax Sports

**John Oseland – 405-919-9587**  
**[joseland@redcoyoterunning.com](mailto:joseland@redcoyoterunning.com)**



The City of  
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## SPECIAL EVENTS

Consent Affidavit confirms that you have received street closure approvals from property owners for the street closure. Signed petition form, emails or letters are accepted forms of consent.

### 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 CEBLANO

Name

as event coordinator of the

RUNTOBERFEST 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 OCTOBER 1ST 2023  
date(s)

[Signature] 4/3/23  
Signature Date



Subscribed and sworn before me this 3 day of April, 2023

[Signature]  
Notary Public

My commission expires 01-25-27

Find additional info and forms @ [www.okc.gov/specialevents](http://www.okc.gov/specialevents)



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## SPECIAL EVENTS

Written Notice Affidavit to properties abutting event.  
The written notice affidavit confirms that you have provided written notice (via postcard, letter) to property owners along running route/course.

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### AFFIDAVIT OF WRITTEN NOTICE TO PROPERTIES ABUTTING EVENT

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## AFFIDAVIT

STATE OF OKLAHOMA}

COUNTY OF OKLAHOMA}

Know all men by these presents: I, \_\_\_\_\_

JOHN OSIZAND

Name

as event coordinator of \_\_\_\_\_

RUNTOBERFEST 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)) OCTOBER 1ST 2023.

[Signature]

Signature

4/3/23

Date

Subscribed and sworn before me this 3 day of April, 2023

[Signature]  
Notary Public

My commission expires 01-25-27



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### STREET CLOSURE PETITION

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We, the undersigned, have been notified of street closures associated with the event noted and agree or disagree with the closure. I understand that if I have concerns about the proposed closure, I can contact the event organizer or contact Oklahoma City's Special Events Office at 297-2890.

**EVENT / CONTACT:** Red Coyote Runtoberfest 5K & 10K - John Oseland 405-919-9587

**DATE(S) / TIME(S):** Sunday, October 1st 3:00 pm

Agree	Disagree	Signature of property owner or lessee	Street address & business name (if applicable)
X		Jamie Thompkins via email	Fassler Hall
X		Jana Boatman via email	Midtown Renaissance



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/07/2023

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).

<b>PRODUCER</b> Insurance Management Group 12730 Coldwater Road, Suite 103  Fort Wayne IN 46845	<b>CONTACT NAME:</b> Ashley Rayn <b>PHONE (A/C, No, Ext):</b> (765) 382-3034 <b>E-MAIL ADDRESS:</b> arayn@insmgt.com <b>FAX (A/C, No):</b> (765) 382-3034
<b>INSURED</b> Road Runners Club of America/2023 and Its Member Clubs  1501 Langston Boulevard, Suite 140 Arlington VA 22209	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> National Casualty Company <b>INSURER B:</b> Nationwide Life Insurance Company <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>
	<b>NAIC #</b> 11991 66869

**COVERAGES****CERTIFICATE NUMBER:** 2023 \$2M A.I.**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"/> <b>COMMERCIAL GENERAL LIABILITY</b> <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			KRO0000009333000	12/31/2022	12/31/2023	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	<b>AUTOMOBILE LIABILITY</b> <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			KRO0000009333000	12/31/2022	12/31/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>UMBRELLA LIAB</b> <b>EXCESS LIAB</b> DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> 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 E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Exces Medical & Accident \$250 Deductible/Claim)			BAX0000031991400	12/31/2022	12/31/2023	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): 10/01/23 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

Effective 03/31/23 this voids and replaces any previously issued certificates.

**CERTIFICATE HOLDER****CANCELLATION**

10/01/23 The City of Oklahoma City and its Trusts  
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

*Gerry R. Diller*

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