

The City of Oklahoma City Parks and Recreation Department Parks Revocable Permit Event Application

Application Date: 2/1/24 Event Date(s)/Time(s): Sunday November 10th 2024 7:30										
Event Name: Red Coyote Half Marathon Estimated Attendance (participants & spectators): 800										
Set up date(s)/time(s): 11/10/2024 4:00 am Teardown date(s)/time(s): 11/10/2024 12:00 pm										
Desired Park Location: Scissortail Park - Loves Travel Plaza (contract attached)										
Event Sponsor(s): Red Coyote Running & Fitness										
Mailing Address: 5720 N Classen Blvd										
City: Oklahoma City State: OK Zip Code: 73118										
Contact(s): John Oseland										
Email(s): joseland@redcoyoterunning.cm Phone(s): 405-919-9587										
Event Includes (check all that apply): Private Private Political/Religious Athletic event Political/Religious Athletic event Alcohol Registration/Admission/Ticket Sales Food Food Inflatables* Electrical wiring/generator(s) Volunteers **Size and number of tent(s) 10 - 10X10 pop up *Inflatable/Tent company to be used NA List of any additional equipment to be brought into park: Start finish set up and timing equipment										
Description of Event: (explain in full detail – including facilities used or needed, equipment to be used, exact location,										
number and type of any vendors selling or giving away any food or non-food items, and list of any activitiesif more room										
is needed, please use additional paper)										
The Red Coyote Half Marathon is the culmination event for our fall training program and benefits Course for Change. The run starts and finishes in Scissortail Park and runs through the upper and lower parks to the north river trail. The course runs east to Regatta Park and then west to the trail end turn before returning through the parks to the finish. Last year the post race party was hosted at the Loves Stage in partnership with Spark. The run portion of the event would start at 7:30 am and last athlete will finish by 11:00 am.										

	*** Please read the following park rules and initial next to each, acknowledging you understand ***
<u>X</u>	Revocable Events are events with 500+ attendees; or requests or requires exclusive use; or request to break a
v	Park Rule or Ordinance; or have alcohol sales.
<u>×</u>	_ 120 days' notice is requested for all Revocable Permit Applications. Applications submitted less than 120
V	days in advance may not be approved.
<u>X</u>	You may book your event up to 364 days in advance. Events are processed on a first-come, first-served
	<u>basis.</u> If a scheduling conflict occurs, preference will be given to previously permitted annual events
V	operating in the usual event date(s), location(s), and/or time(s).
<u>X</u>	THIS APPLICATION IS NOT A PERMIT. Submittal of Application is not authorization to conduct your Event
	Revocable Permits are approved by City Council. *All Supplemental Materials are due no later than 90
v	calendar days prior to event date. Failure to submit items on time may result in the denial of permit request
$\frac{x}{x}$	_ Revocable Permittees must attend City Service Meeting prior to the Permit being sent to City Council.
	Any advertising and event planning that takes place prior to the permit being approved is not recommended
v	and is done at the permittee's own risk.
<u>X</u>	_ All Revocables require the following standard fees (§ 60-38-17):
	 \$80 Revocable Event Fee (per area rented) – due at the time of booking \$20 One-Time Nonrefundable Processing Fee - due at the time of booking
	 \$20 One-Time Nonrefundable Processing Fee - due at the time of booking Damage/Cleaning Deposit - refundable if no damage/additional cleaning by parks staff required
	*Credit Card Refunds take up to 4 weeks to refund. **Cash/Money Order/Check Refunds take up to 8
	weeks.
	 River Rates vary from standard Special Event Fees (§ 60-38-61) and may require different initial booking fees.
	Failure to pay on time may result in the denial of your permit request.
	 Ticketed events must remit 20% of gross sales (§ 60-38-22).
	Additional fees may apply based on amenity fees, other required permits, requested use of
X	space, additional Staff time (§ 60-38-17 - \$10/hour). Permittee must keep a copy of approved permit and Site Plan showing area of park reserved with them
	during event.
Х	Permittee is responsible for obtaining required licenses (Noise Permit, OCCHD approval, Able Licensing) and
	meeting all requirements of City, State, and Federal Law.
Х	Permittee shall work with the City to ensure that at least one (1) City Police officer is on site during the Event
	If, as determined by the City's authorized agent(s), additional City Police officers are required, the parties
	shall coordinate their presence at the Event. Permittee shall pay any cost for off-duty City Police officers to
	work the Event.
X	For shelters and pavilions, restrooms are winterized from Oct. 30 until Apr. 15 each year and are not
	available for use.
Х	Grass parking is not permitted.
<u>x</u>	No glass containers allowed.
$\frac{\lambda}{X}$	Smoking, vaping and sales of tobacco or marijuana products are prohibited on Park property (§ 30-471).
X	Events must be accessible to persons with disabilities.
$\frac{\lambda}{X}$	_ Weather is unpredictable. Parks Administration reserves the right to determine the severity of inclement
<u>~</u>	weather and the opportunity to reschedule. In case of severe inclement weather on the date of the rental,
	• • • • • • • • • • • • • • • • • • • •
	the permittee may call the Parks Administration office by the next business day to reschedule. An alternate
	date within one year must be chosen in fourteen calendar days. Refunds are not given for inclement weather
<u> </u>	Attached Check List must be completed for an event to be approved. Failure to meet deadlines or provide
	requested information may result in the denial of permit at no liability or cost to the City of Oklahoma
	City.
Signat	ture acknowledging you understand all stated park rules: John Oseland Discontinuous activation of the control

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. Our Special Events Coordinator will contact you if additional requirements are necessary based on your event details

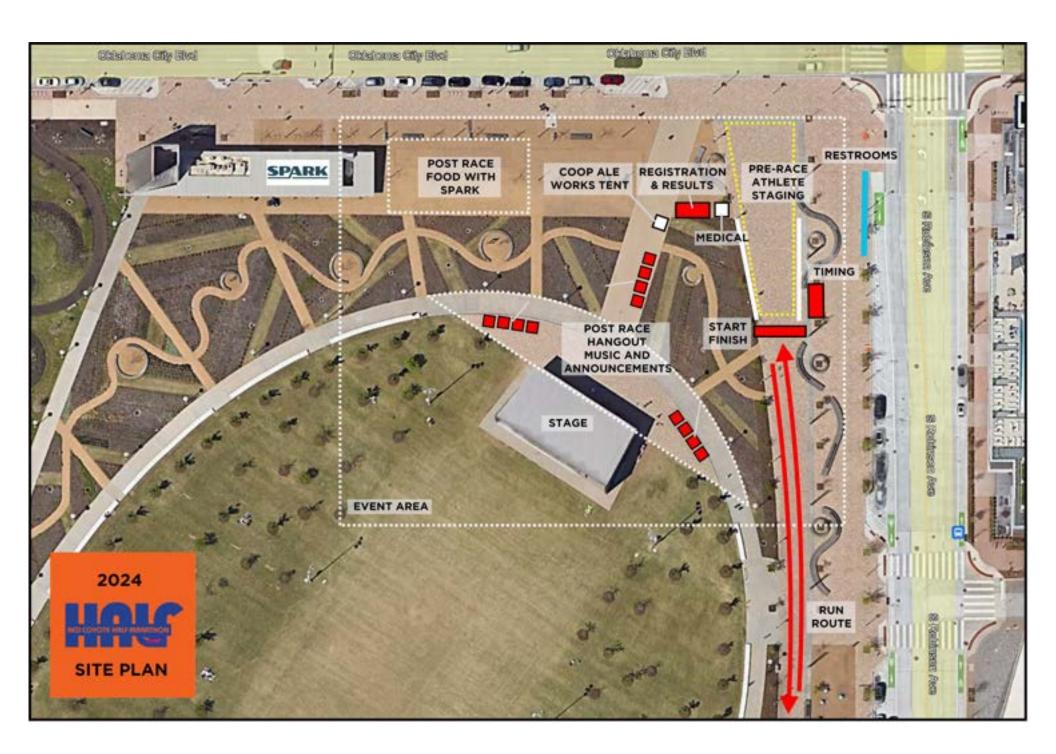
Return to: 420 West Main Street, Suite 210

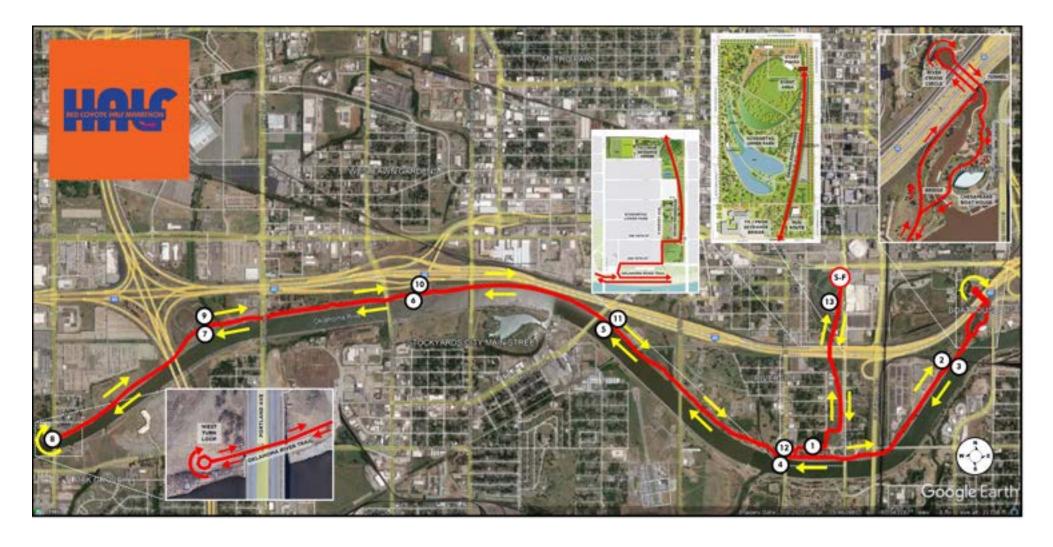
Attn: Park Events

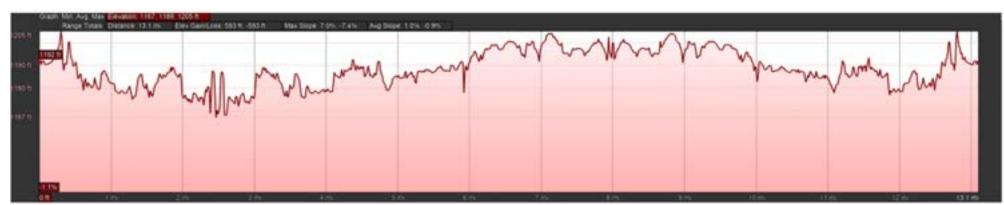
Oklahoma City, OK 73102 Email: parkevents@okc.gov

office: 405-297-2691 / fax: 405-316-2691











Red Coyote Half Marathon Race Day Timeline

4:30 am – Red Coyote Production Team arrives on site for set up.

4:50 am – Truck unloaded, contents divided to registration, finish line, course marking, and water stops

5:00 am - Course marking supplies loaded Course Team

5:00am - Water, Beer, Coop Tent & Trough unloaded and set up

5:00 am - Tents & tables for registration packet pick up set up

5:30 am – Course team launched to set barricades and transport water stop 2 & 3 supplies

5:30 am – Water Stop supplies launched for staging and set up

5:45 am - Registration packet pick up set up generator, computers, shirts, packet supplies staged and ready

6:00 am - Timing equipment set up & tested

6:00 am – Inflatable arch and start finish line area and fencing set up.

6:00 am - Packet Pick Up and Race Day Registration opens

6:30 am - Post race food and beverage staged and ready

6:30 am - Post race water and medals staged for movement after race start

6:45 am - Course team meets Course for Change

6:30 am - Music and announcements start

6:30 am - OCPD arrive on site for orientation and checks

7:00 am - Timing split turn point set, Text when ready

7:00 am – First aid area staged and set.

7:00 am – Water stop staffing arrives at stops 1 for final set up and prep. Text when ready

7:00 am - Course Mark 1 checks in when complete for redirect then returns to start

7:00 am - Course Mark 2 Checks in when complete for redirect then stages at May trail access

7:30 am - Half Marathon Race Start

7:36 am – (approximate 5:30 pace) First Runners at water stop 1, last runner approx 7:25 am (20:00 pace)

7:45 am - Course Team launches in gator as race sag and picks up signs, cones, peels tape



Red Coyote Half Marathon Race Day Timeline

7:40 am – Check in Computers converted to results kiosks

7:45 am – Awards pick up tent set up and ready

7:45 am – Post race water, medals, snacks staged and ready.

7:45 am – Coop Tent staged and ready.

8:00 am – Site crew breaks down and stages any non essential gear from packet pick up / registration.

8:03 am - (approximate 5:30 pace) First Runners at water stop 2 (Mile 6 at Agnew), last runner, (Mile 10) approx 10:45 am

8:14 am - (approximate 5:30 pace) First Runners at water stop 3 and Turn Point (Portland), last runner approx 10:10 am

8:30 am - All finish line team members in place

8:30 am - Results and awards team members in place

8:40am - (approximate 5:30 pace) First Runners back to Waterstop 1, (Walker), last runner approx 11:20am (20:00 pace)

8:41 am - (approximate 5:30 pace) First Runners at Finish, last runner approx 12:00 am (20:00 pace)

9:00 am – Overall Male and Female award presentation. Awards tent opens for age group awards.

9:00 am - Spark opens for food service. Post race relaxation party at Scissortail Band Shell area

10:00 am – Timing split at turn packs up and returns to start finish after final runner.

10:30 - Water stop 3 pack up and loads for return to start finish after final runner, (gator)

11:00 am – All return and unassigned team members begin packing up and loading all nonessential items

11:30 am – Water stop 1/2/4 packs up and loads for return to start finish after final runner, (gator)

11:30 am - Traffic barricades taken down and returned to drop zone after final runner.

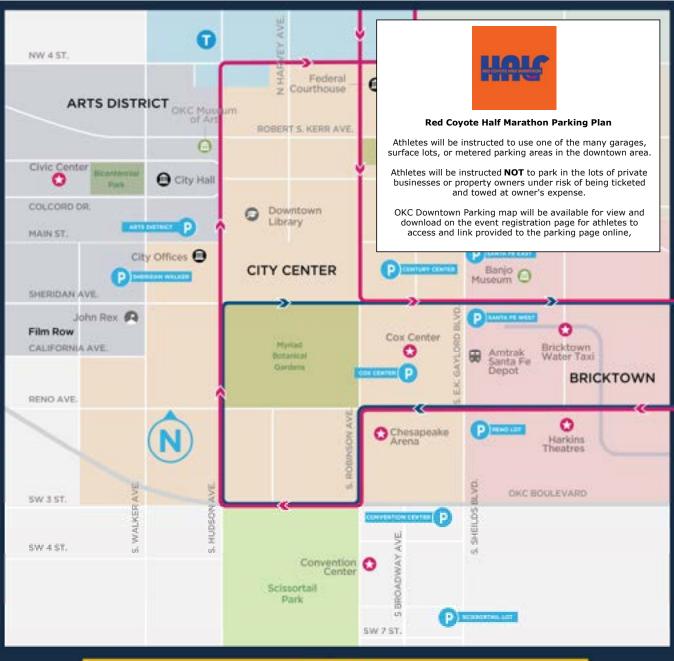
11:30 am – Final breakdown begins of everything except timing. Awaiting last runner.

11:30 – 12:00 am – Timing team breakdown after final runner

11:30 - Lunch orders taken for spark and we'll buy production team food

Final course and venue check, Scissortail checklist, Vehicles return to Red Coyote.

High Fives and Giant Thanks for a successful 2023 Red Coyote Half Marathon!



LEGEND

Map Symbols

- OKC Parking Garage/Lot
- **EMBARK Transit Center**
- Entertainment
- Museums
- Government Buildings
- Libraries
- School
- Downtown Loop 4 86 miles Serving all stock
- Bricktown Loop 2 min

Parking Garages

Century Center | 100 W Main

Entrance on Sheridan Nearest Streetcar Stop: Century Center

Cox Center | 1 Myriad Gardens

Entrances on Robinson & E.K. Gaylord Nearest Streetcar Stop: Arena

Sheridan Walker | 501 W Sheridan

Entrances on Walker & Sheridan Nearest Streetcar Stop: Myriad

Arts District | 431 W Main

Entrance on Main & Colcord Nearest Streetcar Stop: Library

Convention Center | 15 SW 4th

Entrance on S. Broadway Nearest Streetcar Stop: Scissortail Park

Surface Lots

Reno Lot | EK Gaylord & Reno

Entrances on Reno

Sante Fe West | EK Gaylord & Sheridan

Entrances on Sheridan

Sante Fe East | EK Gaylord & Main

Entrances on Sheridan & Main

Scissortail Lot | 20 SW 6th Street

Entrances on Sheridan & Main

DOWNLOAD THE APP!

Locate, set duration, and pay for parking.

parkingokc.com/app

EMBARK

Red Coyote Event Emergency Procedures Plan
Event:
Date:
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 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 are for those unable to complete the run are available via our SAG personnel following last runners in the event.

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.

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

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.



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).												
		the c	ertifi	cate holder in lieu of such								
PRODUCER						CONTACT Liz Painter NAME:						
Insurance Management Group						PHONE (260) 338-2434 FAX (A/C, No): (765) 664-0761						
127	30 Coldwater Rd Ste 103				ADDRESS: Ipainter @ instrigt.com							
Fort	Wayne			IN 46845	INSURER(S) AFFORDING COVERAGE INSURER A . Granite State Insurance Company					NAIC # 23809		
Fort Wayne IN 46845 INSURED						Notice of Union Fire Incomes of Common of Dittahouse DA						
Road Runners Club of America/2024 and Its Member Clubs										19445		
Troda Trainiois Sids 617 titoliou 252 Tana ito monisor Sidso					INSURER C:							
1501 Langston Boulevard, Suite 140					INSURER D : INSURER E :							
	Arlington	VA 22209			INSURER F:							
COV	/ERAGES CER	TIFIC	ATE	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		SUBR WVD	POLICY NUMBER		POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMIT	s			
	COMMERCIAL GENERAL LIABILITY							EACH OCCURRENCE	Ψ	0,000		
	CLAIMS-MADE OCCUR							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,	'		
	Legal Liability to							MED EXP (Any one person)	\$ 5,00			
Α	Participants \$2,000,000			AIL0003450335200		12/31/2023	12/31/2024	PERSONAL & ADV INJURY	\$ 2,000,000			
	GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE	φ .	0,000		
	POLICY PRO- LOC							PRODUCTS - COMP/OP AGG	\$ 2,000,000			
	OTHER: Per Event Basis							Abuse and Molestation COMBINED SINGLE LIMIT	\$ 500,	'		
	AUTOMOBILE LIABILITY							(Ea accident)	\$ 2,00	10,000		
A	ANY AUTO OWNED SCHEDULED			AIL0003450335200		12/31/2023	12/31/2024	BODILY INJURY (Per person)	\$			
_ ^	AUTOS ONLY AUTOS NON-OWNED					12/31/2023	12/31/2024	BODILY INJURY (Per accident) PROPERTY DAMAGE	\$			
	AUTOS ONLY AUTOS ONLY							(Per accident)	\$			
	UMBRELLA LIAB OCCUB							5.0.1.000.1BB51105				
	EXCESS LIAB OCCUR CLAIMS-MADE							AGGREGATE	\$			
	DED RETENTION \$							AGGREGATE	\$			
	WORKERS COMPENSATION							PER OTH- STATUTE ER	J J			
	AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE							E.L. EACH ACCIDENT	\$			
	OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A						E.L. DISEASE - EA EMPLOYEE	\$			
	If yes, describe under DESCRIPTION OF OPERATIONS below							E.L. DISEASE - POLICY LIMIT	\$			
								Excess Medical	\$10,	,000		
В	Excess Medical & Accident (\$250 Deductible/Claim)			AID0003450335800		12/31/2023	12/31/2024	AD & Specific Loss	\$2,5	000		
ı	RIPTION OF OPERATIONS / LOCATIONS / VEHICLE	-			-	-	-					
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												
CER	TIFICATE HOLDER				CANC	CANCELLATION						
06/14/24 City of Oklahoma City					SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.							
	200 N. Walker				AUTHO	RIZED REPRESEN	NTATIVE					
	Oklahoma City	OK 73102		Flerry R. Diller								