



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: Jazz On The GreenDate(s) of Event: August 17, 2024Location Address: Start: 200 N Boston Ave  
End: 300 N Boston AveCouncil District(s): 1

Event Description: JOTG is a music festival that is proudly bringing together a celebrated list of local, regional, national and internationally acclaimed cross-genre jazz musicians. Styles supported range from smooth, contemporary, modern, pop and R&B. JOTG is presented by Bill Knight Lincoln and is produced by Tulsa-based international Recording Artist and Bassist, Michael Fields Jr.

JOTG is a family friendly event for everyone who loves and appreciates live music! Our goal is to entertain a broad and diverse demographic audience. We are extending a warm welcome to over 2,500 music enthusiast from not only our state but also neighboring states and across the entire country. We will be featuring some of our favorite local food trucks, vendor booths, a kid zone, splash pad and more!!

Event Category: Street/Block PartyEvent Includes: Amplified Sound, Private Park, Public Right of Way, Lane Closure, Live Entertainment, Food Sales, Merchandise Sales, No Parking Signage, Sidewalk Closure, Street ClosureAnticipated Attendance: Total: 3000Per Day: 3000Anticipated Participants: Total: 0Per Day: 0Number of Events for Monthly Event: No

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

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Host Organization: Guthrie GreenWebsite: <https://guthriegreen.com/>Chief Officer of Host Organization: Michael FieldsEmail and Phone: michael@wftrproductions.org 918-471-2920Applicant Name: Michael FieldsEmail and Phone: michael@wftrproductions.org 918-471-2920

Professional Event Organizer:

Email and Phone:

On-site Contact: Derek CombsMobile: 918-671-9317Billing Contact: Water From The Rock  
Productions LLCPhone: 918-471-2920Billing Address: 7122 S SHERIDAN RD E 1  
Tulsa, OK 74136

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

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<b>Event Setup:</b>	Date: <u>08/17/2024</u>	Time: <u>9am</u>
Street Closure for Event Setup:	Date: <u>08/17/2024</u>	Time: <u>9am</u>
Street(s) to be Closed for Event Setup:	<u>Reconciliation Way between Boston Ave and MLK Jr Blvd</u> <u>Boston Ave between Reconciliation Way and Cameron St</u>	
<b>Event Start:</b>	Date: <u>08/17/2024</u>	Time: <u>6pm</u>
Street Closure for Event Start:	Date: <u>08/17/2024</u>	Time: <u>9am</u>
Street(s) to be Closed for Event Start:	<u>See TCP Map</u>	
Run, Walk, Parade Start Time:	<u>NA</u>	
Daily Event Hours:	<u>6 - 11pm</u>	
<b>Event End:</b>	Date: <u>08/17/2024</u>	Time: <u>11pm</u>
Street Reopens after Event End:	Date: <u>08/18/2024</u>	Time: <u>12 am</u>
<b>Event Teardown:</b>	Date: <u>08/17/2024</u>	Time: <u>11pm</u>
Street Reopens after Event Teardown:	Date: <u>08/18/2024</u>	Time: <u>12am</u>

### ***Secondary Permits Required***

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Beer Sales, Alcohol Sales:	<u>Not Applicable</u>		
Number of Food Vendors:	<u>3</u>		
Number of Food Trucks:	<u>5</u>		
Food Cooked on-site:	<u>Yes</u>	Fuel(s) to be used:	
Number of Item Vendors:	<u>0</u>	Number of Service Vendors:	<u>0</u>
Number & Sizes of Tents:	<u>4 - 10X10</u>	Provider and Phone:	<u>Host Table, Video Station, Audio Team, Vendor</u>
Number of Inflatables:	<u>No</u> <u>0</u>	Provider and Phone:	<u>NA</u>
Number of Amusement Rides:	<u>No</u> <u>0</u>	Provider and Phone:	<u>NA</u>
Use of fireworks, rockets, lasers, or other pyrotechnics:	<u>No</u>		
Provider and Phone:	<u>NA</u>		

## **Security, Medical, Traffic Control, Crowd Management and Parking Plans**

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Security and/or Police: Yes Contact, Email and Phone: Owl Night Security (918)794-7003

Medical and/or First Aid Services: No Contact, Email and Phone: Knowledge of 9-1-1 access and First Aid Kit at Hospitality Station.

Traffic Control Barricade Company: No Contact, Email and Phone: Guthrie Green owns/provides TCP barricades and signage

Equipment Setup: Date: 08/17/2024 Time: 9am Equipment Pickup: Date: 08/19/2024 Time: 9am

Crowd Management Fencing Company: No Contact, Email and Phone: NA

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

Parking Type: Parking Garage, 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): Bill Knight Lincoln, Tulsa Regional Tourism,

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

Drone: Yes

Portable Toilets: No Provider and Phone: Provided by Guthrie Green

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 Map

## **Entertainment and Related Activities**

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Number of Stages: 1

Number of Performers/Bands: 5

Performer/Band name and music type: Michael Fields Jr.  
Lin Rountree  
Jazmin Ghent  
Demetrius Nabors  
Juke Boxx Party Band

Sound Amplification: Yes

Start Time: 6pm

Finish Time: 11pm

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

Guthrie Green's Sound System

Sound checks conducted prior to the event: Yes

Start Time: 12pm

Finish Time: 2pm

Hot air balloons, fire lanterns or similar devices used at event: No Describe:

NA

Use of any signs, banners, decorations, or special lighting used at event: No Describe:

NA

## **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: Venue handles clean up

Number of Trash Receptacles: 10

Number of Dumpsters: 6

Number of Recycling Containers: 10

Cleanup Service: Yes Provider and Phone: NA

Presented Event Concept to:

Businesses

If not presented, please explain:

NA

## **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

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

Date received: 07/08/2024      Date routed: 07/11/2024      Date for review: 07/24/2024  
Special Events Committee Recommendation: Meeting Review      Yes ☒ No ☐ 07/10/2024  
Date routed to Mayor: 07/14/2024      Mayor's Recommendation: Yes ☐ No ☐ \_\_\_\_\_  
Date routed to Council: 07/14/2024      City Council Approval: Yes ☐ No ☐ \_\_\_\_\_  
Date Permit Issued: \_\_\_\_\_      Comments: SEC meeting 07/10/2024. Mayor agenda  
07/17/2024. City Council agenda 07/24/2024. Application complete and Fees paid 07/11/2024.

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