



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: 6th Annual Step Up to The Grill on Greenwood Grill Date(s) of Event: Monday, Sept 1, 2025

Location Address: Start: 100 N Greenwood Ave
End: 300 North Greenwood Ave

Council District(s): 1

Event Description: The event will highlight BBQ grill masters in Oklahoma, Kansas, Texas, Arkansas who will compete for the "People's Choice Award" There will be activities for children as well and food vendors and vendors with novelties. The objective is for small businesses in Oklahoma to gain exposure for their businesses to help them grow.

This event aims to promote community engagement, promote small businesses within our community, and support our organization's initiatives. Over the past five years, we have organized this event with the goal of achieving these objectives. This year, we've redesigned the event to give business owners greater opportunities for increased visibility and engagement.

Event Category: Festival/Celebration

Event Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Public Right of Way, Food Sales, Merchandise Sales, No Parking Signage, Street Closure

Anticipated Attendance: Total: 3000

Per Day: 3000

Anticipated Participants: Total: 50

Per Day: 50

Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Step Up Now Foundation Inc. Website: https://stepupnowfoundation.com/

Chief Officer of Host Organization: Tarina Foster

Email and Phone: stepupnowfoundation23@gmail.com 918-406-3943

Applicant Name: Tarina Foster

Email and Phone: stepupnowfoundation23@gmail.com 918-406-3943

Professional Event Organizer:

Email and Phone:

On-site Contact: Tarina Foster

Mobile: 918-406-3943

Billing Contact: Step Up Now Foundation Inc.

Phone: 918-406-3943

Billing Address: 1233 N Cedar ST
OWASSO, OK 74055

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 08/31/2025 Time: Midnight
Street Closure for Event Setup: Date: 08/31/2025 Time: Midnight
Street(s) to be Closed for Event Setup: No Parking Signs on Greenwood between Archer St and Cameron St
Event Start: Date: 09/01/2025 Time: 11 AM
Street Closure for Event Start: Date: 09/01/2025 Time: 8 AM
Street(s) to be Closed for Event Start: Greenwood Ave between Archer St and Cameron St
Run, Walk, Parade Start Time: N/A
Daily Event Hours: 11 AM - 7 PM
Event End: Date: 09/01/2025 Time: 7 PM
Street Reopens after Event End: Date: 09/01/2025 Time: 8 PM
Event Teardown: Date: 09/01/2025 Time: 7 PM
Street Reopens after Event Teardown: Date: 09/01/2025 Time: 8 PM

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 30
Number of Food Trucks: 15
Food Cooked on-site: Yes Fuel(s) to be used: Charcoal
Number of Item Vendors: 10 Number of Service Vendors: 5
Number & Sizes of Tents: 1 10X10 Provider and Phone: ABCO Supplies (918) 583-6557
Number of Inflatables: Yes 2 Provider and Phone: Junebugs Jumpin Jupites (918) 704-7978
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

Security and/or Police: Yes Contact, Email and Phone: TPD Derrick Alexander (918) 619-3099

Medical and/or First Aid Services: Yes Contact, Email and Phone: Tiara Foster, Registered Nurse (918) 851-5243

Traffic Control Barricade Company: Yes Contact, Email and Phone: Direct Traffic Control (918) 836-0666, MMeehan@directtrafficcontrol.com.

Equipment Setup: Date: 09/01/2025 Time: 8 AM Equipment Pickup: Date: 09/01/2025 Time: 8 PM

Crowd Management Fencing Company: No Contact, Email and Phone: N/A

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

Parking Type: Street, Paved Lot

Transportation Service: No service

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

Sponsor and Other Event Information

Event Sponsor(s): 1. C and C
2. Hasty Bake
3. Jenks Beauty College
4. Lowe's
5. Real Green Dispensary
6. True Health Cannabis
7. Rubicon
8. Oklahoma Style Barbecue
9. 3 Leaf's Dispensary
10. 25 Eight Safety
11. Wanda J's Next Generation
12. Junebug's Jumpin' Jupiter's
13. Marshall Brewing Company
14. Reasor's
15. Sam's Club
16. Black Wallstreet Corvette Club
17. Shalee's Home Daycare
18. Texas Tires
19. OSU Tulsa
20. Bill Knight Ford
21. Scheels

Park: No Name of Park and Location: N/A

Drone: No

Portable Toilets: Yes Provider and Phone: On Call Service (405) 867-6461

Total Number of Portable Toilets: 4 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 08/31/2025 Time: 4 PM

Equipment Pickup: Date: 09/01/2025 Time: 7 PM

Other Event Information: See Attachment. Type III barricade displaying Road Closed sign at the Greenwood Culture Center north and south driveways.
Parking Lot A OSU Tulsa, Greenwood. Reserved for September 1, 2025 11 AM- 7 PM

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 0

Performer/Band name and music type: DJ

Sound Amplification: Yes

Start Time: 11 AM

Finish Time: 7 PM

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

Equipment will be speakers and sound equipment used with turn tables.

Sound checks conducted prior to the event: No

Start Time: N/A

Finish Time: N/A

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:

Large Banner

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: We have a group of volunteers that will assist with cleanup. Clean up will begin at 6 PM on 9/1/2025

Number of Trash Receptacles: 3

Number of Dumpsters: 0

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone: N/A

Presented Event Concept to:

Residents, Schools, Business Assn, Businesses, Places of Worship

If not presented, please explain:

N/A

Affidavit of Applicant

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: 07/22/2025 Date routed: 08/20/2025 Date for review: 08/27/2025
Special Events Committee Recommendation: *Email Review Yes ☒ No ☐ 08/21/2025
Date routed to Mayor: 08/21/2025 Mayor's Recommendation: Yes ☐ No ☐ _____
Date routed to Council: 08/21/2025 City Council Approval: Yes ☐ No ☐ _____
Date Permit Issued: _____ Comments: *SEC meeting 08/27/2025. Mayor agenda
08/27/2025. City Council agenda 08/27/2025. TCP map received and verification confirmed 08/19/2025.



Date: 07-25-2025 **Author:** Morgan Meehan **Project:** Step Up Now Foundation - Greenwood and Archer St Tulsa, OK Special Event TCP

Comments:

DTCI has provided this plan as a service to our customer and it is subject to approval by the City of Tulsa.