



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: New Haven UMC July 4th Neighborhood Parade Date(s) of Event: July 4, 2019
Location Address: 5603 S NEW HAVEN AVE E Council District(s): 9
Event Description: July 4th Community Parade featuring children on bikes parading around blocks with police and barricades present. Also, live music, inflatables, and fire truck to hose the children.

Event Category: Parade

Event Includes: Amplified Sound, Generator/Electricity, Public Right of Way, Live Entertainment, Street Closure

Anticipated Attendance: Total: 150 Per Day: 150

Anticipated Participants: Total: 150 Per Day: 150

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: New Haven United Methodist Church Website: http://www.umc.org/

Chief Officer of Host Organization: Rev. James Graham

Email and Phone: 918-743-6491

Applicant Name: Marti Lowery

Email and Phone: martilowery1968@gmail.com 918-743-6491

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Marti Lowery Mobile: 918-991-3579

Billing Contact: New Haven United Methodist Church Phone: 918-743-6491

Billing Address: 5603 S New Haven AVE
Tulsa OK 74135

Event Timeline and Lane/Street Closure Information

Event Setup:	Date: <u>07/04/2019</u>	Time: <u>10:00 am</u>
Street Closure for Event Setup:	Date: <u>07/04/2019</u>	Time: <u>9:45 am</u>
Street(s) to be Closed for Event Setup:	56th St. between New Haven Ave. and Pittsburg Ave reopens at Noon. New Haven Ave. from 56th St to 56th Pl reopens at Noon.	
Event Start:	Date: <u>07/04/2019</u>	Time: <u>10:00 am</u>
Street Closure for Event Start:	Date: <u>07/04/2019</u>	Time: <u>9:45 am</u>
Street(s) to be Closed for Event Start:	<u>See map</u>	
Run, Walk, Parade Start Time:	<u>10:15 am</u>	
Daily Event Hours:	<u>10:00 am - 12:00 pm</u>	
Event End:	Date: <u>07/04/2019</u>	Time: <u>12:00 pm</u>
Street Reopens after Event End:	Date: <u>07/04/2019</u>	Time: <u>11:00 am</u>
Event Teardown:	Date: <u>07/04/2019</u>	Time: <u>12:00 pm</u>
Street Reopens after Event Teardown:	Date: <u>07/04/2019</u>	Time: <u>12:00 pm</u>

Secondary Permits Required

Beer Sales, Alcohol Sales:	<u>Not Applicable</u>	
Number of Food Vendors:	<u>1</u>	
Number of Food Trucks:	<u>0</u>	
Food Cooked on-site:	<u>No</u>	Fuel(s) to be used:
Number of Item Vendors:	<u>0</u>	Number of Service Vendors:
Number of Tents/Canopies:	<u>0</u>	Provider and Phone:
Number of Inflatables:	<u>1</u>	Provider and Phone:
Number of Amusement Rides:	<u>0</u>	Provider and Phone:
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

Security and/or Police: Contact, Email and Phone: TPD Special Events Unit 918-586-6054, Tulsa Police Reserve Officers

Medical and/or First Aid Services: Contact, Email and Phone: EMSA (918) 596-3055 will be on stand-by only. TFD (918) 596-1713 will be on-site.

Traffic Control Barricade Company: Contact, Email and Phone: RoadSafe Traffic Systems 918-425-4552

Equipment Setup: Date: 07/04/2019 Time: 9:00 am Equipment Pickup: Date: 07/04/2019 Time: 12:00 pm

Crowd Management Fencing Company: Contact, Email and Phone: NA

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

Parking Type: ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): New Haven United Methodist Church

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: NA

Total Number of Portable Toilets: 0 Number of ADA Accessible Portable Toilets: 0

Equipment Setup: Date: Time:

Equipment Pickup: Date: Time:

Other information: 56th St between New Haven Ave and Pittsburg Ave will be closed from 9:45 a.m. to Noon by barricades.
New Haven Ave between 56th St. and 56th PI will be closed by TPD units upon TFD arrival.
TCP Map will be revised accordingly.
The Big Chill Shaved Ice Truck. Contact is Diane Hixson (918) 691-0202.

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: New Haven Praise Band
Christian Music

Sound Amplification: Yes

Start Time: 10:00 am

Finish Time: 12:00 am

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

Microphones, speakers, monitors

Sound checks conducted prior to the event: Yes

Start Time: 9:45 am

Finish Time: 10:00 am

Describe hot air balloons, fire lanterns or similar devices used at event:

NA

Describe the use of any signs, banners, decorations, or special lighting used at event:

NA

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Volunteers will clean up the yard, and the church will handle disposal of trash.

Number of Trash Receptacles: 4

Number of Dumpsters: 0

Number of Recycling Containers: 0

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Residents

Avidavit 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: 05/23/2019 Date routed: 06/19/2019 Date for review: 06/26/2019

Special Events Committee Recommendation: *Email Review ☒ Yes ☐ No

Date routed to Mayor: 06/20/2019 Mayor's Recommendation: _____ ☐ Yes ☐ No

Date routed to Council: 06/20/2019 City Council Approval: _____ ☐ Yes ☐ No

Date Permit Issued: _____ Comments: Form revised 06/19/2019. TCP map being revised.
*Meeting 06/26/2019.



Date: July 4, 2019 **Project:** 4th of July Bike Parade

Comments:

Road Closure | 56th St 9:45 a.m. to 11 a.m.

Road Closure | New Haven Ave 9:45 a.m. to Noon

Event Hours | 10 a.m. to Noon

Parade Starts | 10:15 a.m.

