



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Festival Sunday Date(s) of Event: September 8, 2019
Location Address: 709 S BOSTON AVE E Council District(s): 4
Event Description: Breakfast on Boston
Event Category: Street, Lane, or Sidewalk Closure
Event Includes: Public Right of Way, No Parking Signage, Street Closure
Anticipated Attendance: Total: 800 Per Day: 800
Anticipated Participants: Total: 800 Per Day: 800
Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: First Presbyterian Church Website: NA
Chief Officer of Host Organization: Bruce Blackman
Email and Phone: bblackman@firstchurchtulsa.org 918-301-1036
Applicant Name: Tonye Briscoe
Email and Phone: tbriscoe@firstchurchtulsa.org 918-301-1035
Professional Event Organizer: NA
Email and Phone:
On-site Contact: Steve Mitchell Mobile: 918-857-5119
Billing Contact: First Presbyterian Church Phone: 918-301-1035
Billing Address: 709 South Boston Avenue
Tulsa OK 74119

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 09/08/2019 Time: 6:00 am
Street Closure for Event Setup: Date: 09/08/2019 Time: 6:00 am
Street(s) to be Closed for Event Setup: Boston Ave between 7th and 8th Streets

Event Start: Date: 09/08/2019 Time: 9:00 am
Street Closure for Event Start: Date: 09/08/2019 Time: 6:00 am
Street(s) to be Closed for Event Start: Boston Ave between 7th and 8th Streets
Run, Walk, Parade Start Time: NA
Daily Event Hours: 9:00 am to 11:00 am

Event End: Date: 09/08/2019 Time: 11:00 am
Street Reopens after Event End: Date: 09/08/2019 Time: 2:00 pm
Event Teardown: Date: 09/08/2019 Time: 2:00 pm
Street Reopens after Event Teardown: Date: 09/08/2019 Time: 2:00 pm

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 0
Number of Food Trucks: 0
Food Cooked on-site: No Fuel(s) to be used:
Number of Item Vendors: 0 Number of Service Vendors: 0
Number of Tents/Canopies: 0 Provider and Phone: NA
Number of Inflatables: 0 Provider and Phone: NA
Number of Amusement Rides: 0 Provider and Phone: NA
Use of fireworks, rockets, lasers, or other pyrotechnics: No
Provider and Phone: NA

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

Security and/or Police: Contact, Email and Phone: Tom Brown
tcbrown917@gmail.com
918-703-5718

Medical and/or First Aid Services: Contact, Email and Phone: NA

Traffic Control Barricade Company: Contact, Email and Phone: RoadSafe Traffic Systems
918-425-4550

Equipment Setup: Date: 09/08/2019 Time: 6:00 am Equipment Pickup: Date: 09/08/2019 Time: 2:00 pm

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

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

Parking Type: Street, ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): First Presbyterian 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: NA

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 1

Performer/Band name and music type: Steve Ham's Jambalaya Jass Band and FPC worship service singers

Sound Amplification: Yes

Start Time: 9:00 am

Finish Time: 11:00 am

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

Amplifier

Sound checks conducted prior to the event: Yes

Start Time: 8:00 am

Finish Time: 11:00 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: First Presbyterian Staff and Volunteers clean up after event

Number of Trash Receptacles: 8

Number of Dumpsters: 3

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: Own property on both sides of street

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: 06/04/2019 Date routed: 08/06/2019 Date for review: 08/14/2019

Special Events Committee Recommendation: _____

Date routed to Mayor: _____ Mayor's Recommendation: _____

Date routed to Council: _____ City Council Approval: _____

Date Permit Issued: _____ Comments: Form and TCP map revised 08/06/2019.

Date: Sept. 8, 2019 **Project:** Festival Sunday

Comments:

Road Closure | 6 a.m. to 2 p.m. Sunday
 Festival Hours | 9 to 11 a.m. Sunday
 Parking Lanes not Shown | Drawing not to Scale
 COT assumes no liability for accuracy or validity

