



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: BOK Center January 2025 EventsDate(s) of Event: 1/1/2025 - 1/31/2025Location Address: Start: 300 S Denver Ave  
End: 300 S Frisco AveCouncil District(s): 1, 4Event Description: Concerts, Sporting Events, Rehearsals, Family Shows, etc.**Event Category:** Street, Lane, or Sidewalk Closure**Event Includes:** Tent/Canopy, Public Right of Way, Lane Closure, No Parking Signage, Sidewalk Closure, Street ClosureAnticipated Attendance: Total: 42000Per Day: 0Anticipated Participants: Total: 42000Per Day: 0

Number of Events for Monthly Event: Yes 11

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

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Host Organization: BOK Center - OVG TulsaWebsite: www.bokcenter.comChief Officer of Host Organization: Keller TaylorEmail and Phone: keller.taylor@oakviewgroup.com 970-518-5131Applicant Name: Marley JonesEmail and Phone: marley.jones@oakviewgroup.com 918-894-4200

Professional Event Organizer:

Email and Phone:

On-site Contact: Marley JonesMobile: 918-406-4712Billing Contact: OVG TulsaPhone: 918-894-4200Billing Address: 200 S DENVER AVE W  
Tulsa, OK 74103

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

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<b>Event Setup:</b>	Date: <u>12/01/2024</u>	Time: <u>N/A</u>
Street Closure for Event Setup:	Date: <u>12/01/2024</u>	Time: <u>N/A</u>
Street(s) to be Closed for Event Setup:	<u>South curb parking lane of 1st St from Denver Ave to Frisco Ave and/or South curb traffic lane of 1st St from Denver Ave to Frisco Ave. 3rd St between Denver Ave and Frisco Ave and the far East curb lane of Frisco Ave from 1st St to 3rd St.</u>	
<b>Event Start:</b>	Date: <u>12/01/2024</u>	Time: <u>N/A</u>
Street Closure for Event Start:	Date: <u>12/01/2024</u>	Time: <u>N/A</u>
Street(s) to be Closed for Event Start:	<u>See Schedule</u>	
Run, Walk, Parade Start Time:	<u>N/A</u>	
Daily Event Hours:	<u>See Schedule</u>	
<b>Event End:</b>	Date: <u>12/31/2024</u>	Time: <u>N/A</u>
Street Reopens after Event End:	Date: <u>12/31/2024</u>	Time: <u>N/A</u>
<b>Event Teardown:</b>	Date: <u>12/31/2024</u>	Time: <u>N/A</u>
Street Reopens after Event Teardown:	Date: <u>12/31/2024</u>	Time: <u>N/A</u>

## ***Secondary Permits Required***

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Beer Sales, Alcohol Sales:	<u>Not Applicable</u>	
Number of Food Vendors:	<u>0</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: <u>0</u>
Number & Sizes of Tents:	<u>Varies</u>	Provider and Phone: <u>Various media outlets will set up small tents on the Grand Plaza for different events (corner of 3rd St and Denver Ave)</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>N/A</u>	

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

Security and/or Police: No Contact, Email and Phone: OVG Tulsa AGM Brian Krajewski,  
brian.krajewski@oakviewgroup.com,  
918-965-9438

Medical and/or First Aid Services: Yes Contact, Email and Phone: EMSA will be inside BOK Center for events

Traffic Control Barricade Company: No Contact, Email and Phone: BOK Center owns all needed barricade and signage

Equipment Setup: Date: 12/01/2024 Time: N/A Equipment Pickup: Date: 12/31/2024 Time: N/A

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

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

Parking Type: Parking Garage, Street, Unpaved Lot, ADA parking available, Paved Lot

Transportation Service: Ride Share

Transportation Service: Contact, Email and Phone: Ride Share/Taxi parking on both curbs of 1st St from Cheyenne Ave to Denver Ave.

## **Sponsor and Other Event Information**

Event Sponsor(s): N/A

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

Drone: No

Portable Toilets: No Provider and Phone: N/A

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 Attachments.

TPD Special Events Unit (918) 586-6054 may close adjacent streets and intersections as needed for traffic control and pedestrian safety. See maps.

Winterfest will still be set up through the entirety of the month of November, December, and January. 3rd Street will stay closed under Winterfest permit to January 2025.

BOK owns required equipment to close the street.

## **Entertainment and Related Activities**

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Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: N/A

Sound Amplification: No

Start Time: N/A

Finish Time: N/A

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

N/A

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: No Describe:

N/A

## **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: BOK Center has trash canisters located outside of each entrance to the facility. Staff will assist with clean-up

Number of Trash Receptacles: 6

Number of Dumpsters: 0

Number of Recycling Containers: 6

Cleanup Service: No Provider and Phone: BOK Center has trash canisters located outside of each entrance

Presented Event Concept to:

It is listed on the BOK Center website

If not presented, please explain:

N/A

## **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: 12/03/2024      Date routed: 12/06/2024      Date for review: 12/18/2024

Special Events Committee Recommendation: \_\_\_\_\_      Yes ☐ No ☐ \_\_\_\_\_

Date routed to Mayor: \_\_\_\_\_      Mayor's Recommendation: Yes ☐ No ☐ \_\_\_\_\_

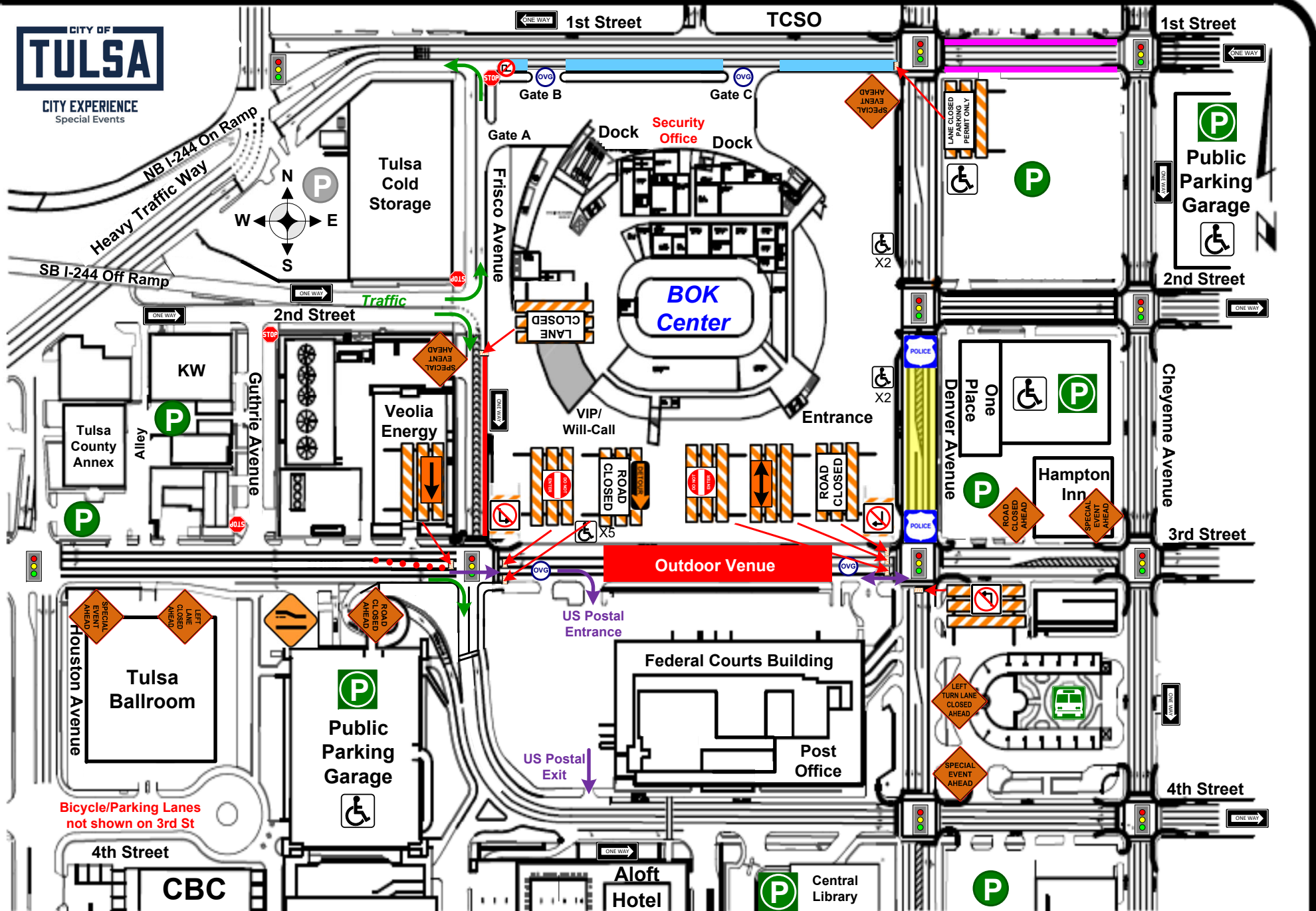
Date routed to Council: \_\_\_\_\_      City Council Approval: Yes ☐ No ☐ \_\_\_\_\_

Date Permit Issued: \_\_\_\_\_      Comments: SEC meeting 12/18/2024. Mayor agenda  
12/18/2024. City Council agenda 12/18/2024.

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CITY EXPERIENCE  
Special Events



Traffic Control generally during BOK Center large events (attendance 5,000+).  
Visit [www.bokcenter.com](http://www.bokcenter.com) for schedule.



BOK Center Security

Parking Permit Only

Rideshare Lane Closure by Police

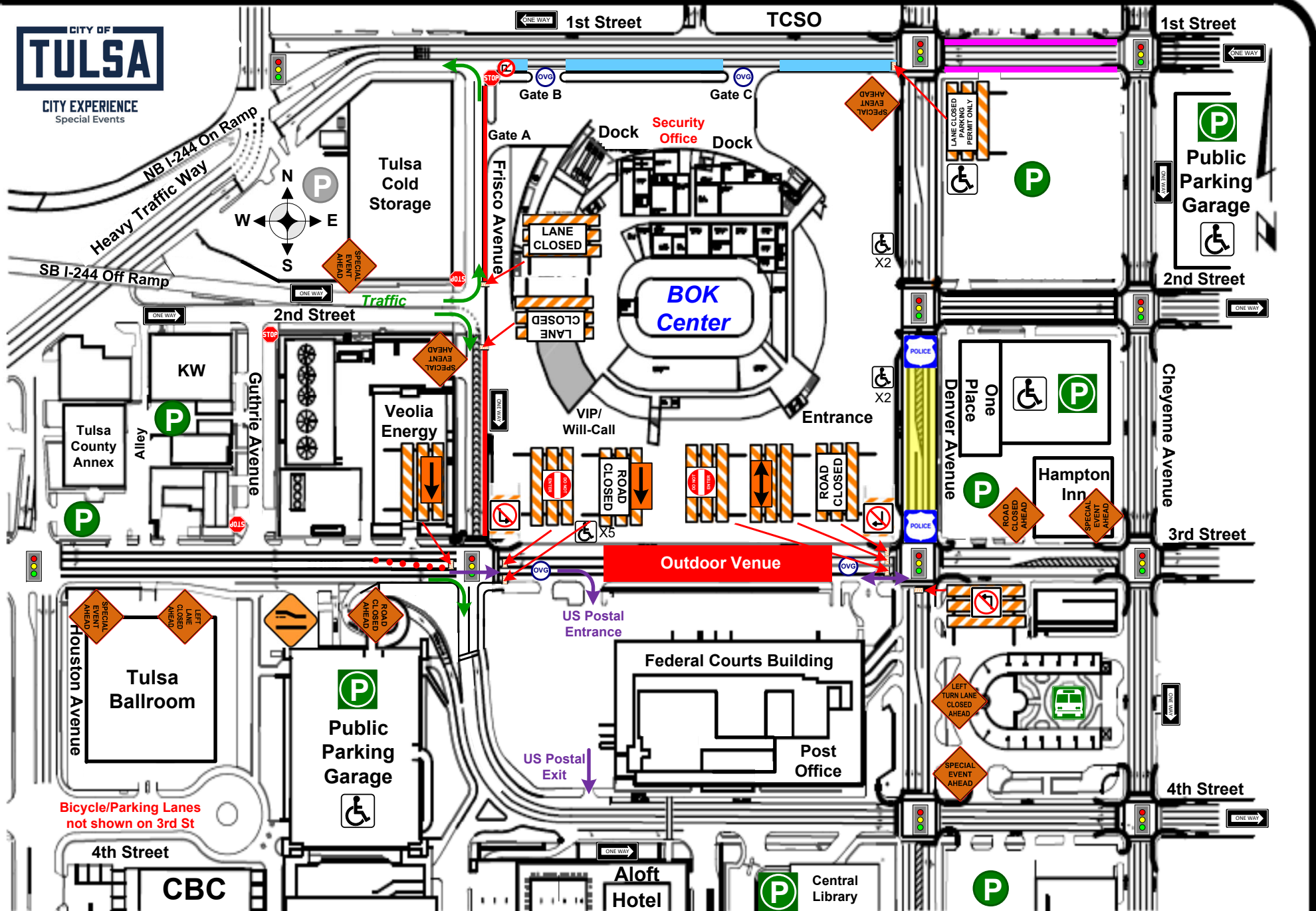
Outdoor Venue Road Closure

Road Closure before the Event Starts and after the Event Ends when 3<sup>rd</sup> Street is Closed for venue.





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Rideshare Lane Closure by Police

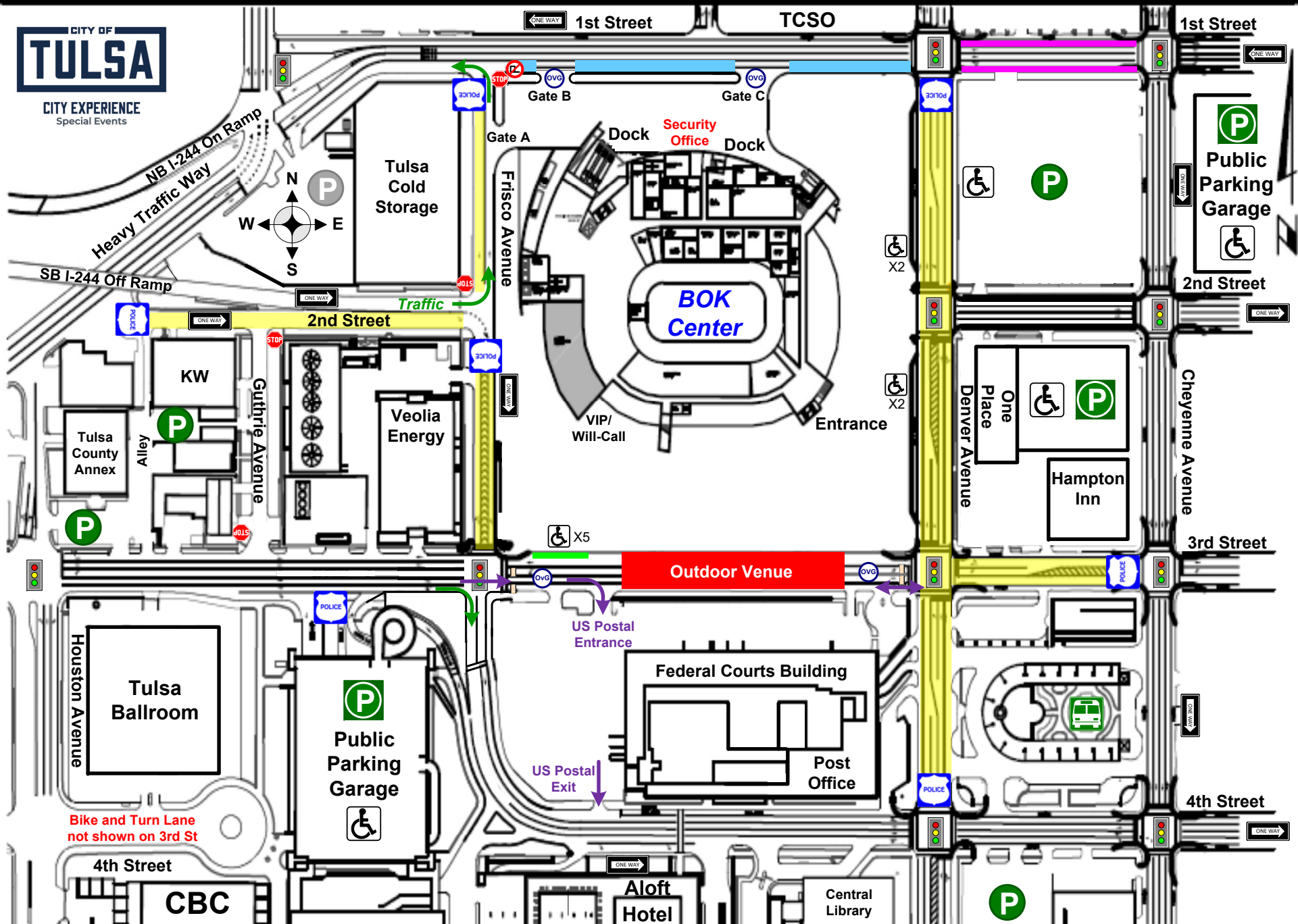
Outdoor Venue Road Closure







CITY EXPERIENCE  
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Road Closure Depending on Crowd Size before Event Starts and before Event Ends  
 Police

N Curb Parking Lane Closure  
 Outdoor Venue Road Closure

Parking Permit Only  
 Rideshare Lane Closure by Police



BOK CENTER STREET CLOSINGS FOR January 2025								
<u>DATE</u>	<u>DOOR TIME</u>	<u>EVENT START</u>	<u>EVENT END</u>	<u>NAME OF EVENT</u>	<u>ESTIMATED ATTENDANCE</u>	<u>STREET CLOSED</u>	<u>STREET OPENED</u>	<u>CLOSURE LOCATIONS</u>
10-Jan	6:00pm	7:00pm	10:30pm	Tulsa Oilers Hockey Game	3,000	5pm	7am	1st Street & 3rd Street
11-Jan	6:00pm	7:00pm	10:30pm	Tulsa Oilers Hockey Game Buy-out	8,000	5pm	7am	1st Street & 3rd Street
12-Jan	2:00pm	3:00pm	6:30pm	Tulsa Oilers Hockey Game	3,000	5pm	7am	1st Street & 3rd Street
17-Jan	6:00pm	7:00pm	10:30pm	Tulsa Oilers Hockey Game	3,000	5pm	7am	1st Street & 3rd Street
18-Jan	6:00pm	7:00pm	10:30pm	Tulsa Oilers Hockey Game	3,000	5pm	7am	1st Street & 3rd Street
19-Jan	2:00pm	3:00pm	6:30pm	Tulsa Oilers Hockey Game	3,000	5pm	7am	1st Street & 3rd Street
23-Jan	N/A	N/A	N/A	PBR - Load-In	N/A	5pm	7am	1st Street & East curb lane on Frisco Ave between 1st and 3rd
24-Jan	6:30pm	8:00pm	10:30pm	PBR	6,500	5pm	7am	1st Street & East curb lane on Frisco Ave between 1st and 3rd
25-Jan	5:30pm	7:00pm	10:00pm	PBR	9,500	5pm	7am	1st Street & East curb lane on Frisco Ave between 1st and 3rd
26-Jan	N/A	N/A	N/A	PBR - Load-Out	N/A	5pm	7am	1st Street & East curb lane on Frisco Ave between 1st and 3rd
31-Jan	6:00pm	7:00pm	10:30pm	Tulsa Oilers Hockey Game	3,000	5pm	7am	1st Street & 3rd Street
These are estimated event times only. *Winterfest on 3rd Street for the entire month of December*								