



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### ***Summary of Event***

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Name of Event: Kendall Whittier Main Street - Arts Festival Date(s) of Event: April 26, 2025  
Location Address: Start: 2 Lewis Ave. Council District(s): 4  
End: 2 Yorktown Ave  
Event Description: Arts Festival (One Day Only)  
**Event Category:** Festival/Celebration  
**Event Includes:** Amplified Sound, Tent/Canopy, Public Right of Way, Lane Closure, Live Entertainment, Food Sales, Merchandise Sales, No Parking Signage, Private Property, Street Closure  
Anticipated Attendance: Total: 1500 Per Day: 1500  
Anticipated Participants: Total: 60 Per Day: 60  
Number of Events for Monthly Event: No

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

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Host Organization: Kendall Whittier Main Street Website: <http://visitkendallwhittier.com/>  
Chief Officer of Host Organization: Evon Markum  
Email and Phone: historickwms@gmail.com 918-633-1934  
Applicant Name: Ed Sharrer  
Email and Phone: historickwms@gmail.com 918-633-1934  
Professional Event Organizer:  
Email and Phone:  
On-site Contact: Evon Markum Mobile: 918-633-1934  
Billing Contact: Kendall Whittier Main Street Phone: 918-633-1934  
Billing Address: 2216 E Admiral BLVD  
Tulsa, OK 74110

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

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**Event Setup:** Date: 04/26/2025 Time: 7am  
Street Closure for Event Setup: Date: 04/26/2025 Time: 7am  
Street(s) to be Closed for Event Setup: Admiral Blvd between Lewis Ave and Yorktown Ave  
**Event Start:** Date: 04/26/2025 Time: 10am  
Street Closure for Event Start: Date: 04/26/2025 Time: 7am  
Street(s) to be Closed for Event Start: Admiral Blvd between Lewis Ave and Yorktown Ave  
Run, Walk, Parade Start Time: N/A  
Daily Event Hours: 10am - 5pm  
**Event End:** Date: 04/26/2025 Time: 5pm  
Street Reopens after Event End: Date: 04/26/2025 Time: 6:30pm  
**Event Teardown:** Date: 04/26/2025 Time: 5pm  
Street Reopens after Event Teardown: Date: 04/26/2025 Time: 6:30pm

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

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Beer Sales, Alcohol Sales: Not Applicable  
Number of Food Vendors: 9  
Number of Food Trucks: 9  
Food Cooked on-site: Yes Fuel(s) to be used: Electric  
Number of Item Vendors: 60 Number of Service Vendors: 0  
Number & Sizes of Tents: 15 - 10x10 Provider and Phone: Vendor Owned  
Number of Inflatables: No 0 Provider and Phone: NA  
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**

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Security and/or Police: Yes Contact, Email and Phone: Kevin Staats, Off Duty Tulsa PD, 918-902-4018

Medical and/or First Aid Services: No Contact, Email and Phone: N/A

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

Equipment Setup: Date: 04/26/2025 Time: 7am Equipment Pickup: Date: 04/27/2025 Time: 7am

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

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

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

Transportation Service: No service

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

### **Sponsor and Other Event Information**

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Event Sponsor(s): GKFF-Williams-American Heritage Bank

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

Drone: No

Portable Toilets: Yes Provider and Phone: At Your Service, 918-272-0568

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

Equipment Setup: Date: 04/25/2025 Time: 5pm

Equipment Pickup: Date: 04/26/2025 Time: 5pm

Other Event Information: See Attachments

### **Entertainment and Related Activities**

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Number of Stages: 1

Number of Performers/Bands: 4

Performer/Band name and music type: Family Friendly Music

Sound Amplification: Yes

Start Time: 10am

Finish Time: 5pm

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

Each performer will furnish their own small amplifying equipment.

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: KWMS pays a 3rd party for clean-up

Number of Trash Receptacles: 8

Number of Dumpsters: 1

Number of Recycling Containers: 3

Cleanup Service: Yes Provider and Phone: Joey Casey, 539-664-0198

Presented Event Concept to:

Residents, Businesses

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: 04/02/2025      Date routed: 04/09/2025      Date for review: 04/16/2025

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

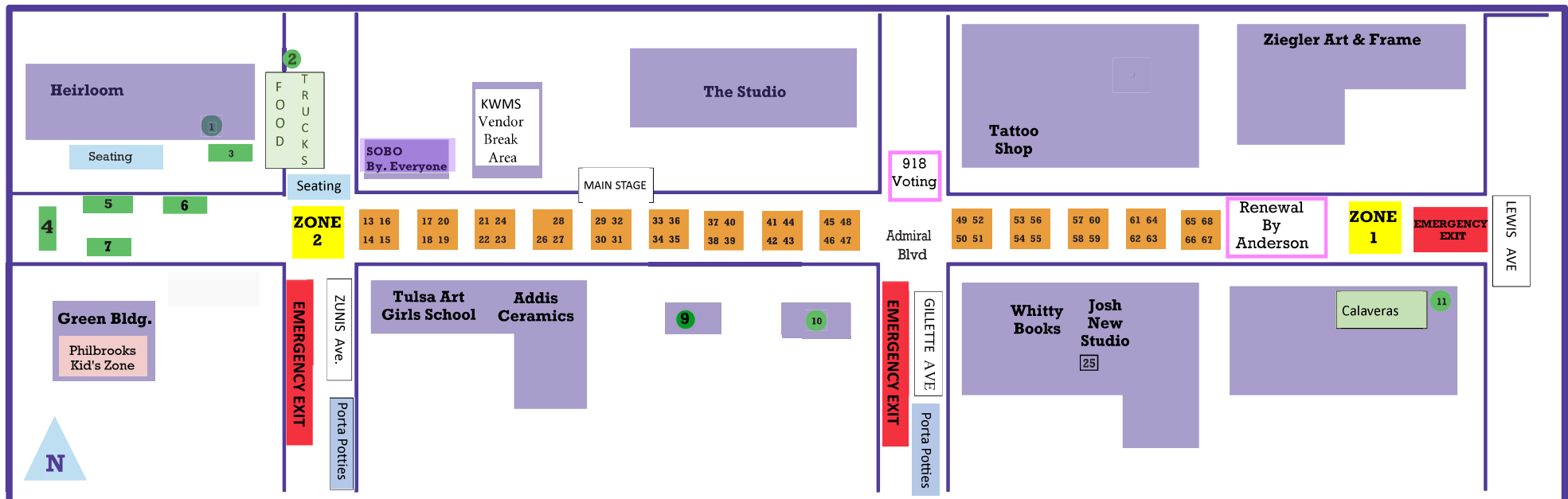
Date routed to Mayor: \_\_\_\_\_ Mayor's Recommendation: Yes ☐ No ☐ \_\_\_\_\_

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

Date Permit Issued: \_\_\_\_\_ Comments: SEC meeting 04/16/2025. Mayor agenda

04/16/2025. City Council agenda 04/16/2025 (no agenda 04/23/2025). TCP map revised 04/09/2025.

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- Food Vendors:**
1. Heirloom Rustic Ales
  2. Dante's Pizza
  3. Killer Whale Barbecue
  4. Pita Place
  5. Nothing Bundt Cakes
  6. Mas & Tacos
  7. Rico Helado
  8. Bowl Appetite
  9. 473 Bar
  10. Calaveras Mexican Grill

- Art Vendors:**
68. Colorful Creations
  67. HomeHand Ceramics
  66. WB Livingston
  65. Paty\_Simply\_Crochet
  64. Pot it like it's Hot
  63. Harsh Expressions
  62. Amanda Neal Art LLC
  61. Free Space
  60. Belladonna Farms
  59. Jess Laine Arts
  58. Woody River Hardwoods
  57. Wooleybooger's Felt Creations

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55. Woody River Hardwoods
54. Billy Sauerland Photography
53. Art of Garrett Shockey
52. Bebop Leather
51. Stephanie Hall Art
50. 2am Studios
49. Greg Stivers Art
48. Red Ruby Art
47. Meowdy Mercantile
46. Josh Haltom
45. Free Space
44. Pat C Treasures
43. Josie Draws You

42. Kids Space
41. Kids Space
40. Pupalicious Dog Bakery
39. Forever Tuesday
38. Bella Time Crochet
37. Chalk Station
36. Chalk Station
35. Chalk Station
34. Lithic Laboratory
33. Wave & Isle
32. Kids Dancing Area
31. LK Snacks
30. Marquina
29. Knot Yours Pet Boutique

28. Erehwon Art
27. Free Space
26. Silver Star Stone
25. Bettina Rose Boutique
24. Noah Bounds Studios
23. Succuluv
22. Uniquely Crafted Designs
21. Freckles Spot for Art
20. Free Space
19. Creaciones Ire
18. JJ Native Jewelry
17. 91Eight Candle
16. open
15. Arte Huichol



**ARTS FESTIVAL**



**Date:** April 26, 2025 **Project:** Kendall Whittier Art Festival  
**Comments:**  
Road Closure: 7 a.m. to 6:30 p.m.  
Event Hours: 10 a.m. to 5 p.m.  
Traffic control equipment must be checked after vendor set-up.  
Provider and/or Organizer should comply with MUTCD/COT  
Signage, Barricade, Spacing, and Distance Guidelines.  
Parking/Bike Lanes not Shown | Drawing not to Scale.  
COT assumes no liability for accuracy or validity.

