



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Guthrie Green July EventsDate(s) of Event: July 1 - 30, 2025Location Address: Start: 111 E Reconciliation Way
End: 211 E Reconciliation WayCouncil District(s): 1Event Description: See Schedule**Event Category:** Concert/Performance**Event Includes:** Amplified Sound, Generator/Electricity, Private Park, Public Right of Way, Lane Closure, Live Entertainment, Food Sales, Merchandise Sales, No Parking Signage, Street ClosureAnticipated Attendance: Total: 1500Per Day: 100Anticipated Participants: Total: 150Per Day: 10

Number of Events for Monthly Event: Yes 15

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Guthrie GreenWebsite: <https://guthriegreen.com/>Chief Officer of Host Organization: Derek CombsEmail and Phone: derek@guthriegreen.com 918-671-9317Applicant Name: Lindsey GoffEmail and Phone: lindsey@guthriegreen.com 918-591-2455

Professional Event Organizer:

Email and Phone:

On-site Contact: Derek CombsMobile: 918-671-9317Billing Contact: Lindsey GoffPhone: 918-591-2455Billing Address: 111 E RECONCILIATION WAY N
Tulsa, OK 74103

Event Timeline and Lane/Street Closure Information

Event Setup:	Date: <u>07/01/2025</u>	Time: <u>2pm</u>
Street Closure for Event Setup:	Date: <u>07/19/2025</u>	Time: <u>8am</u>
Street(s) to be Closed for Event Setup:	<u>Reconciliation Way between MLK Jr Blvd and Boston Ave</u>	
Event Start:	Date: <u>07/01/2025</u>	Time: <u>8pm</u>
Street Closure for Event Start:	Date: <u>07/19/2025</u>	Time: <u>8am</u>
Street(s) to be Closed for Event Start:	<u>Reconciliation Way between MLK Jr Blvd and Boston Ave</u>	
Run, Walk, Parade Start Time:	<u>N/A</u>	
Daily Event Hours:	<u>See Schedule</u>	
Event End:	Date: <u>07/30/2025</u>	Time: <u>11am</u>
Street Reopens after Event End:	Date: <u>07/20/2025</u>	Time: <u>12am</u>
Event Teardown:	Date: <u>07/19/2025</u>	Time: <u>11pm</u>
Street Reopens after Event Teardown:	Date: <u>07/20/2025</u>	Time: <u>12am</u>

Secondary Permits Required

Beer Sales, Alcohol Sales:	<u>Not Applicable</u>	
Number of Food Vendors:	<u>0</u>	
Number of Food Trucks:	<u>10</u>	
Food Cooked on-site:	<u>No</u>	Fuel(s) to be used:
Number of Item Vendors:	<u>6</u>	Number of Service Vendors:
Number & Sizes of Tents:	<u>0</u>	Provider and Phone:
Number of Inflatables:	<u>No</u> <u>0</u>	Provider and Phone:
Number of Amusement Rides:	<u>No</u> <u>0</u>	Provider and Phone:
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: Yes Contact, Email and Phone: OwlNite, 918-794-7003

Medical and/or First Aid Services: Yes Contact, Email and Phone: Justin Lemery, Director of Emergency Medical Services, Tulsa Fire Department, 918-443-0367

Traffic Control Barricade Company: Yes Contact, Email and Phone: RoadSafe Traffic Systems, 918-551-5211

Equipment Setup: Date: 07/19/2025 Time: 7am Equipment Pickup: Date: 07/19/2025 Time: 11pm

Crowd Management Fencing Company: Yes Contact, Email and Phone: AYS, 918-272-0568

Equipment Setup: Date: 07/19/2025 Time: 7am Equipment Pickup: Date: 07/19/2025 Time: 11pm

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

Transportation Service: No service

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

Sponsor and Other Event Information

Event Sponsor(s): GGP Parks

Park: Yes Name of Park and Location: Guthrie Green, 111 E Reconciliation Way

Drone: No

Portable Toilets: Yes Provider and Phone: AYS
918-272-0568

Total Number of Portable Toilets: 2 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 07/19/2025 Time: 7am

Equipment Pickup: Date: 07/19/2025 Time: 11pm

Other Event Information: See Attachments

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: Varies

Performer/Band name and music type: Varies

Sound Amplification: Yes

Start Time: Varies

Finish Time: Varies

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

Varies

Sound checks conducted prior to the event: Yes

Start Time: Varies

Finish Time: Varies

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

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Janitorial Services/Dumpster onsite

Number of Trash Receptacles: 3

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service: Yes Provider and Phone: Berry Brothers Cleaning Services, Josh Berry. 620-278-6005

Presented Event Concept to:

Business Assn

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: 06/16/2025 Date routed: 06/23/2025 Date for review: 06/30/2025

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 06/18/2025.

Guthrie Green Events - July 2025							
Separate Permits						Blue	
Road Closure						Red	
Parking Spots Only						Green	
Date	Event Time	Name of Event	Estimated Attendance	Street Closed	Street Open	Closure Location	Event Description
7/1/2025	8pm-10pm	Starlgiht Concert	200+	2pm	11pm	Reserving all parking around Guthrie Green	Food trucks and amplified sound
7/2/2025	6:30pm-8:30pm	Inspyrat Circus Jam	150+	N/A	N/A	N/A	Amplified Sound
7/8/2025	8pm-10pm	Starlgiht Concert	200+	2pm	11pm	Reserving all parking around Guthrie Green	Food trucks and amplified sound
7/9/2025	10am-11am	Summer Story Time	25+	8am	11am	Reserving all parking around Guthrie Green	Possible vendors and food trucks
7/11/2025		Record Club	100+	8am	11pm	Reserving all parking around Guthrie Green	Food trucks and amplified sound
7/12/2025	9am-11am	Saturday Morning Cartoons	200+	7am	12pm	Reserving all parking around Guthrie Green	Food trucks and amplified sound
7/13/2025	7pm-10pm	Sunday Salsa	100+	N/A	N/A	N/A	Amplified Sound
7/15/2025	8pm-10pm	Starlgiht Concert (Rain Date)	200+	2pm	11pm	Reserving all parking around Guthrie Green	Food trucks and amplified sound
7/16/2025	10am-11am	Summer Story Time	25+	8am	11am	Reserving all parking around Guthrie Green	Possible vendors and food trucks
7/16/2025	6:30pm-8:30pm	Inspyrat Circus Jam	150+	N/A	N/A	N/A	Amplified Sound
7/17/2025	8pm-10:30pm	Movie Night	200+	8am	11pm	Reserving all parking around Guthrie Green	Food trucks and amplified sound
7/19/2025	12pm-10pm	Sisserou's Carnival on the Green	500+	8am	12am	Closing Reconciliation Way. Reseving all parking around Guthrie Green	Food trucks and amplified sound
7/23/2025	10am-11am	Summer Story Time	25+	8am	11am	Reserving all parking around Guthrie Green	Possible vendors and food trucks
7/27/2025	7pm-10pm	Sunday Salsa	100+	N/A	N/A	N/A	Amplified Sound
7/30/2025	10am-11am	Summer Story Time	25+	8am	11am	Reserving all parking around Guthrie Green	Possible vendors and food trucks

