



# City of Tulsa Special Event Permit Application

BPAG 09/01/2011

Page 1 of 3

## Summary of Event

Event Title: Tulsa LGBTQ Pride Parade 2017 Date of Event: June 3, 2017  
 Event Location: East Village District at 4th & Kenosha Council District: District 4  
 Event Description: Tulsa LGBTQ Pride Parade 2017 (Submit Flyer or Brochure in Electronic Format)  
 Event Sponsors: Oklahomans for Equality  
 Anticipated Attendance (participants, staff, vendors, crowd, etc.): Total: 25,000 Per Day: 25,000

## Event Organizer Information

Organizing Agency: Oklahomans for Equality Web Address: www.okeq.org  
 Agency Contact: Toby Jenkins Email Address: toby.jenkins@okeq.org  
 On-Site Contact: Toby Jenkins On-Site Phone: 918-504-3300  
 Billing Contact: Paul Allen Billing Phone: 918-261-8448  
 Billing Address: Oklahomans for Equality P.O. Box 2687 Tulsa, Oklahoma 74102  
 Agency Status: Profit  Non-Profit  Fundraiser? / What cause: Equal rights for LGBTQ people

## Site Plan and Route Map

Event Set-up: Date: June 3, 2017 Day of Week: Saturday Time: 4:00pm  
 Street Closing for Set-up, Stages, Tents, etc.: Date: June 3, 2017 Time: 4:00pm  
 Street(s) to be Closed: Boston Ave from 13th St to 15th St and 13th St between Boston Ave and Cincinnati Ave (See page 3 for disbanding area). (Submit a Site Map in CAD/Electronic Format)  
 Event Opens: Date: June 3, 2017 Day of Week: Saturday Time: 6:00pm  
 Street Closing for Race, Parade, Festival, etc.: Date: June 3, 2017 Time: 5:30 p.m.  
 Street(s) to be Closed: From 13th & Boston Ave. to East 4th St. & from 4th St. to Kenosha Ave.  
 Parade steps off at 6:00pm & finished by 7:30pm (Submit Route Map in CAD/Electronic Format)  
 Race, Parade, or Escort Start Times: We have a 5K race Friday night June 2 and Parade Saturday June 3  
 Daily Festival or Street Party Times: Tulsa Pride Festival is from 10:00am to 10:00pm on June 3, 2017  
 Road Race Service Co. and Phone: NA  
 Event Closes: Date: June 3, 2017 Day of Week: Saturday Time: 7:30pm  
 Street Opening: Date: June 3, 2017 Day of Week: Saturday Time: 7:30pm  
 Event Dismantle: Date: June 3, 2017 Day of Week: Saturday Time: 7:30pm  
 Street Opening: Date: June 3, 2017 Day of Week: Saturday Time: 7:30pm

**Secondary Permit Requirements**

Yes  No  Is this an Open Air Event?  Public Property  Private Property  Parking Lot  
 Yes  No  Alcohol or Beer On-Site?  Alcohol Sales  Beer Sales  Free Beverages  
 Yes  No  Concessionaires On-Site? Number of Food Vendors: \_\_\_\_\_ Number of Item Vendors: \_\_\_\_\_  
 Yes  No  Food Preparation On-Site?  Charcoal  Electric  Gas  
 Yes  No  Tents or Stages On-Site? If yes, what sizes: N/A for Parade  
 Yes  No  Other Structures On-Site? If yes, please explain: \_\_\_\_\_  
 Yes  No  Using a City or River Park? Name and location: N/A

**Security, Medical, Traffic, and Parking Plans**

Yes  No  Security or Police On-Site? Agency and Phone: Cobra Executive Protection 918-695-4471  
 If yes, please describe or provide an attachment of your plan: \_\_\_\_\_

Yes  No  Medical First Aid On-Site? Agency and Phone: We contract with EMSA (918) 596-3055  
 If yes, please describe or provide an attachment of your plan: \_\_\_\_\_

Yes  No  Using Barricade Company? Agency and Phone: Road Safe 918-425-4544  
 If yes, the Barricade Co. providing equipment for the street closure must submit the plan in CAD/Electronic Format.  
 Equipment Setup: Date: June 2 2017 Time: 12 noon Equipment Pickup: Date: June 5, 2017 Time: 12 noon

Yes  No  Is there Parking Available? If yes, please describe or provide an attachment of your plan: \_\_\_\_\_  
We have made arrangements with Boston Avenue United Methodist Church for our Staging area

Yes  No  Is there Disabled Parking? If yes, please describe or provide an attachment of your plan: \_\_\_\_\_  
15 designated disable parking spots utilizing compression Solutions parking lot at 4th and Kenosha

Yes  No  Using a Shuttle Service? If yes, please describe or provide an attachment of your plan: \_\_\_\_\_  
We contract with Old Urdan Trolley Company and Cheyenne Bus Company

**Other Related Activities and Information**

Yes  No  Entertainment On-Site?  Live Music  Recorded Music  Dancing  
 Fireworks  Inflatables  Animals  Other (specify): \_\_\_\_\_

Yes  No  Sound Amplification? Setup Time: 4:00pm Start Time: 6:00pm Finish Time: 7:30pm

Yes  No  Certificate of Insurance? Agency and Phone: Casswood Insurance 800-972-2242 x113  
 If yes, submit certificate. If no, please explain: \_\_\_\_\_

Yes  No  Portable Rest Rooms? Agency and Phone: Boston Avenue Methodist restrooms

Number of Portable Rest Rooms: \_\_\_\_\_ Number of Disability Accessible Portable Rest Rooms: \_\_\_\_\_

Equipment Setup: Date: \_\_\_\_\_ Time: \_\_\_\_\_ Equipment Pickup: Date: \_\_\_\_\_ Time: \_\_\_\_\_

**Mitigation of Impact**

Please describe your plan for cleanup and removal of waste and garbage during and after your event: \_\_\_\_\_  
Our Impact team clears streets of all trash and recyclables

Number of Trash Receptacles: \_\_\_\_\_ Number of Dumpsters: \_\_\_\_\_ Number of Recycling Containers: \_\_\_\_\_

Yes  No  Using a Sanitation Service? Agency and Phone: \_\_\_\_\_

Equipment Setup: Date: \_\_\_\_\_ Time: \_\_\_\_\_ Equipment Pickup: Date: \_\_\_\_\_ Time: \_\_\_\_\_

Yes  No  Have you presented your event concept to the affected residents, businesses, churches, and schools?

If yes, please attach a complete list of these entities. If no, please explain: We meet with business & residents associations from Jan. 2017 to May 2017 making them aware of street closure because of Parade

Yes  No  Do you have a sample of the notice that you propose to distribute **two weeks prior to your event**?

If yes, please attach in an electronic format. If no, please explain: \_\_\_\_\_

Yes  No  Other Information? Disbanding area east on 4th St from Kenosha Ave to Madison Ave and south on Madison Ave from 4th St to 6th St.

**Affidavit of Applicant**

Tulsa Police officers and public safety services, and traffic-control signage and barricades will be required for street closings, traffic/crowd control, and security. The Organizing Agency has the responsibility to be aware of and comply with City Ordinances and Regulations including, but not limited to, Curfew Ordinance, City/County Public Health Regulations, and Police/Park Public Safety Requirements. An application approval does not imply City sponsorship. Review the instructions for further information in reference to Special Events. I certify that the information contained in the foregoing 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 the proposed Special Event. I further certify that I, on the behalf of the Organizing Agency, am also authorized to commit that agency, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Tulsa and Police Department. Any omissions will delay the process.

Print Name: Toby Q Jenkins Signature:  Date: 9/6/17

Mail to: **Special Event Coordinating Committee, 175 East 2nd Street, Suite 590, Tulsa, Oklahoma 74103**  
Or Email to: [sbain@cityoftulsa.org](mailto:sbain@cityoftulsa.org). Your electronic submission will serve as your electronic signature.

**For City of Tulsa Special Event Coordinating Committee Use Only**

Date received: 09.07.2016 Date routed: 05.16.2017 Date for review: 05.24.2017

If any agency feels there are any problems with this application, contact the event organizer and discuss the problems and solutions before this date: 05.23.2017. If any problems are resolved or not resolved by that time, a copy of this application and brief memo stating the solution or reason for the objection should be submitted to: Special Event Coordinating Committee, 175 East 2nd Street, Ste 590 OK 74103. For further information or discussion, contact the City of Tulsa Office of Special Events at 918.576.5636. Fax 918.699.3602.

Special Event Coordinating Committee Recommendation: Pending  Yes  No : 05.17.2017

Date routed to Mayor: 05.18.2017 Mayor's Recommendation: Yes  No : \_\_\_\_\_

Date routed to Council: 05.18.2017 City Council Approval: Yes  No : \_\_\_\_\_

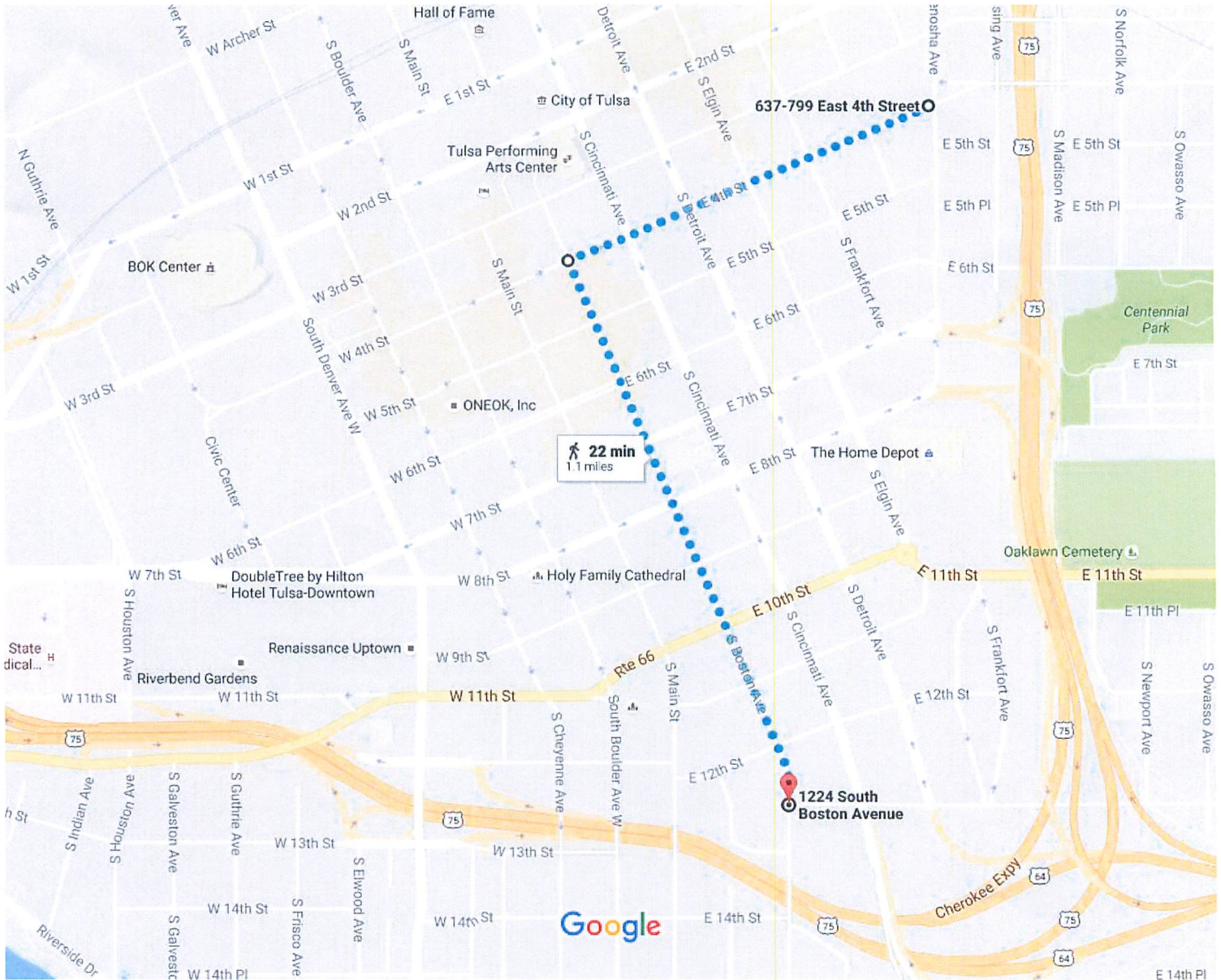
Comments: Form scanned and revised 05.15.2017.

637-799 East 4th Street, Tulsa, OK 74120 to 1224 South Boston Avenue, Tulsa, OK 74119



637-799 East 4th Street, Tulsa, OK 74120 to 1224 South Boston Avenue, Tulsa, OK 74119

Walk 1.1 miles, 22 min



Map data ©2016 Google 500 ft



via E 4th St and S Boston Ave

22 min

1.1 miles