



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Tulsa Juneteenth Date(s) of Event: June 15 - 17, 2018
Location Address: 700 N GREENWOOD AVE E Council District(s): 1, 4
Event Description: In celebration and honor of Juneteenth, Tulsa Juneteenth is implementing a weekend of entertainment that includes a celebration of music with nationally-acclaimed artists, Open Mic, Visual Art, educational workshops, performances by local artists and an exclusive VIP Sponsor Party. This celebration is a community event that joins the historic Greenwood District with the Brady Arts District.
Event Category: Festival/Celebration
Event Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Beer/Alcohol Sales, Private Park, Public Right of Way, Public Park, Lane Closure, Live Entertainment, Food Sales, Merchandise Sales, No Parking Signage, Sidewalk Closure, Private Property, Street Closure
Anticipated Attendance: Total: 7000 Per Day: 3500
Anticipated Participants: Total: 300 Per Day: 300
Number of Events for Monthly Event:

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Tulsa Juneteenth Inc. Website: www.tulsajuneteenth.org
Chief Officer of Host Organization: Sherry Gamble Smith
Email and Phone: sherrygamblesmith@outlook.com 918-269-4223
Applicant Name: Tulsa Juneteenth Inc
Email and Phone: info@tulsajuneteenth.org 918-401-0507
Professional Event Organizer:
Email and Phone:
On-site Contact: Darlene Hall Mobile: 918-892-3813
Billing Contact: Tulsa Juneteenth Inc Phone: 918-401-0507
Billing Address: 700 North Greenwood Avenue
Tulsa OK 74106

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 06/15/2018 Time: 8 am
Street Closure for Event Setup: Date: 06/15/2018 Time: 8 am
Street(s) to be Closed for Event Setup: Greenwood Ave between I-244 (south of overpass) and John Hope Franklin Blvd

Event Start: Date: 06/15/2018 Time: 6 pm
Street Closure for Event Start: 06/15/2018 Time: 8 am
Street(s) to be Closed for Event Start: Greenwood Ave between I-244 (south of overpass) and John Hope Franklin Blvd

Run, Walk, Parade Start Time:
Daily Event Hours: 6 to 11:30 pm Friday, June 15
Noon to 11:30 pm Saturday, June 16
5 to 9 pm Sunday, June 17

Event End: Date: 06/17/2018 Time: 9 pm
Street Reopens after Event End: Date: 06/17/2018 Time: 11 pm

Event Teardown: Date: 06/17/2018 Time: 9 pm
Street Reopens after Event Teardown: Date: 06/17/2018 Time: 11 pm

Secondary Permits Required

Beer Sales, Alcohol Sales: Wine Sales, Alcohol Sales, Low point Beer Sales
Number of Food Vendors: 10
Number of Food Trucks: 10
Food Cooked on-site: No Fuel(s) to be used:
Number of Item Vendors: 20 Number of Service Vendors: 20
Number of Tents/Canopies: 10x10 & 20x40 Provider and Phone: Army National Guard 918-447-8200
Number of Inflatables: 0 Provider and Phone: 1
Number of Amusement Rides: 0 Provider and Phone:
Use of fireworks, rockets, lasers, or other pyrotechnics: No
Provider and Phone: 1

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

Security and/or Police: Contact, Email and Phone: TPD Marcus Harper, OSU Police, TCSO

Medical and/or First Aid Services: Contact, Email and Phone: Red Cross 918-831-1100

Traffic Control Barricade Company: Contact, Email and Phone: Road Safe Traffic System 918-425-4550

Equipment Setup: Date: 06/15/2018 Time: 8 am Equipment Pickup: Date: 06/18/2018 Time: 8 am

Crowd Management Fencing Company: Contact, Email and Phone:

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

Parking Type: ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone:

Sponsor and Other Event Information

Event Sponsor(s): OSU, Guthrie Green, Greenwood Cultural Center, Living Arts, ONEOK, One Gas, Downtown Coordinating Council, TSET/Health Living Program, Nicholas Thompson, Tulsa Race Riot Commission, BlueCross BlueShield, Blue Sky Bank, Fowler Holdings Company, OETA Foundation, Syd-Lyfe Counseling Service, Tulsa Teachers Credit Union, Tulsa Regional Chamber Mosaic, Wiggin Properties LLC

Name of Park and Location, if applicable:

Drone: No

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

Total Number of Portable Toilets: 10 Number of ADA Accessible Portable Toilets: 2

Equipment Setup: Date: 06/15/2018 Time: 8 am

Equipment Pickup: Date: 06/18/2018 Time: 8 am

Other information:

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 11

Performer/Band name and music type: Friday Night Jazz Hosted by Chuck Cissel
Robert Banks and Positive Production
Sarah Fields
Eldridge Jackson and Listening Pleasure
Marcus Anderson
Artist Spotlights & Performances by Ms. Vickie's Dance Group, T.
Mase

Saturday Night R&B Hosted by Adrian Buddy Jackson and Jerica
Wortham
Mrs. Val
Koolie and the Wisemen
Charlie Redd and the Full Flava Kings
Midnight Star

Sound Amplification: Yes

Start Time: 6 pm

Finish Time: 11 pm

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

The Pillar Group 918-392-5665

Sound checks conducted prior to the event: Yes

Start Time: 5 pm

Finish Time: 6 pm

Describe hot air balloons, fire lanterns or similar devices used at event:

Describe the use of any signs, banners, decorations, or special lighting used at event:

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Volunteer staff will clean up and remove waste and debris generated by the event in equal or better condition. How Foundation will do a terminal clean of the area early Sunday morning.

Number of Trash Receptacles: 20

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service Provider and Phone, if applicable:

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Schools, Businesses, Places of Worship

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: _____

For City of Tulsa Special Events Committee Use Only

Date received: 05.22.2018 Date routed: 06.07.2018 Date for review: 06.13.2018

Special Events Committee Recommendation: 06.06.2018 ☒ Yes ☐ No ☐ Yes

Date routed to Mayor: _____ Mayor's Recommendation: _____ ☐ No

Date routed to Council: _____ City Council Approval: _____

Date Permit Issued: _____ Comments: Form revised and map attached 06.07.2018

Date: June 15-17, 2018 **Project:** [Tulsa Juneteenth](#)

Comments:

Road Closure | 8 a.m. June 15 to 11 p.m. June 17

Friday Hours | 6 to 11:30 p.m. June 15

Saturday Hours | Noon to 11:30 p.m. June 16

Sunday Hours | 5 to 9 p.m. June 17

