



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Festival Sunday

Date(s) of Event: September 9, 2018

Location Address: 709 S BOSTON AVE E

Council District(s): 4

Event Description: Breakfast on Boston

Event Category: Festival/Celebration

Event Includes: Amplified Sound, Public Right of Way, Live Entertainment, No Parking Signage, Street Closure

Anticipated Attendance: Total: 800

Per Day: 800

Anticipated Participants: Total: 800

Per Day: 800

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: First Presbyterian Church

Website: www.firstchurchtulsa.org

Chief Officer of Host Organization: John Bair

Email and Phone: jbair@firstchurchtulsa.org 918-301-1036

Applicant Name: Tonye R Briscoe

Email and Phone: tbriscoe@firstchurchtulsa.org 918-301-1035

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Steve Mitchell

Mobile: 918-857-5119

Billing Contact: First Presbyterian Church

Phone: 918-301-1035

Billing Address: 709 South Boston Avenue
Tulsa OK 74119

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 09/09/2018 Time: 6:00 am
Street Closure for Event Setup: Date: 09/09/2018 Time: 6:00 am
Street(s) to be Closed for Event Setup: Boston Ave between 7th St and 8th St

Event Start: Date: 09/09/2018 Time: 9:00 am
Street Closure for Event Start: Date: 09/09/2018 Time: 6:00 am
Street(s) to be Closed for Event Start: Boston Avenue between 7th and 8th Streets
Run, Walk, Parade Start Time: NA
Daily Event Hours: 9:00 to 11:00 am

Event End: Date: 09/09/2018 Time: 11:00 am
Street Reopens after Event End: Date: 09/09/2018 Time: 2:00 pm

Event Teardown: Date: 09/09/2018 Time: 11:30am
Street Reopens after Event Teardown: Date: 09/09/2018 Time: 2:00 pm

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 0
Number of Food Trucks: 0
Food Cooked on-site: No Fuel(s) to be used:
Number of Item Vendors: 0 Number of Service Vendors: 0
Number of Tents/Canopies: 0 Provider and Phone: NA
Number of Inflatables: 0 Provider and Phone: NA
Number of Amusement Rides: 0 Provider and Phone: NA
Use of fireworks, rockets, lasers, or other pyrotechnics: No
Provider and Phone: NA

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

Security and/or Police: Contact, Email and Phone: Ron Kawano (918) 521-2112

Medical and/or First Aid Services: Contact, Email and Phone: NA

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

Equipment Setup: Date: 09/09/2018 Time: 6:00 am Equipment Pickup: Date: 09/09/2018 Time: 2:00 pm

Crowd Management Fencing Company: Contact, Email and Phone: NA

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

Parking Type: Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): First Presbyterian Church, Tulsa, Oklahoma

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: NA

Total Number of Portable Toilets: 0 Number of ADA Accessible Portable Toilets: 0

Equipment Setup: Date: Time:

Equipment Pickup: Date: Time:

Other information: NA

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 1

Performer/Band name and music type: Steve Ham's Jambalaya Jass Band

Sound Amplification: Yes

Start Time: 9:00 am

Finish Time: 11:00 am

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

Amplifier

Sound checks conducted prior to the event: Yes

Start Time: 8:00 am

Finish Time: 9:00 am

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

NA

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

NA

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Staff and volunteers clean up after event

Number of Trash Receptacles: 8

Number of Dumpsters: 3

Number of Recycling Containers: 0

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

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: On File

For City of Tulsa Special Events Committee Use Only

Date received: 06.08.2018 Date routed: 08.13.2018 Date for review: 08.22.2018

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: _____

Date: Sept. 9, 2018 **Project:** Festival Sunday
Comments:
Road Closure | 6 a.m. to 2 p.m. Sunday
Festival Hours | 9 to 11 a.m. Sunday
Parking Lanes not Shown | Drawing not to Scale

