



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: MisFEST Music Fest and Que Bueno Concert Series Date(s) of Event: Saturday Sept. 15-16, 2018

Location Address: 2105 S JACKSON AVE W Council District(s): 2

Event Description: MisFEST Music festival with food trucks, high point beverage sales, art installations, outdoor concert, and merchandise vendors
Que Bueno Concert with high point beverage sales, food trucks, outdoor concert.

Event Category: Festival/Celebration

Event Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Beer/Alcohol Sales, Public Right of Way, Public Park, Live Entertainment, Food Sales, Merchandise Sales, No Parking Signage, Street Closure

Anticipated Attendance: Total: 8000 Per Day: 4000

Anticipated Participants: Total: 0 Per Day: 0

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: River Parks Authority Website: www.riverparks.org

Chief Officer of Host Organization: Ryan Howell

Email and Phone: ryan@riverparks.org 918-596-2008

Applicant Name: Ryan Howell

Email and Phone: ryan@riverparks.org 918-596-2008

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Ryan Howell Mobile: 918-596-2008

Billing Contact: River Parks Authority Phone: 918-596-2008

Billing Address: 2424 East 21st Street 300
Tulsa OK 74114

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 09/14/2018 Time: 7am
Street Closure for Event Setup: Date: Time:
Street(s) to be Closed for Event Setup: NA

Event Start: Date: 09/15/2018 Time: 1pm
Street Closure for Event Start: Date: 09/15/2018 Time: Noon
Street(s) to be Closed for Event Start: S. Jackson Ave bewteen 20th St and 23rd St
Run, Walk, Parade Start Time: NA
Daily Event Hours: 1pm to 11pm

Event End: Date: 09/16/2018 Time: 11:59pm
Street Reopens after Event End: Date: 09/17/2018 Time: 1:00am

Event Teardown: Date: 09/17/2018 Time: 8am
Street Reopens after Event Teardown: Date: Time:

Secondary Permits Required

Beer Sales, Alcohol Sales: Free low point Beer, Wine Sales, High point beer sales, Alcohol Sales, Low point Beer Sales, Free Alcohol/wine/high point beer

Number of Food Vendors: 1

Number of Food Trucks: 3

Food Cooked on-site: Yes Fuel(s) to be used: Electric, Gas

Number of Item Vendors: 2 Number of Service Vendors: 0

Number of Tents/Canopies: 3 Provider and Phone: TBD

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: Special Event Services and TPD - TBD

Medical and/or First Aid Services: Contact, Email and Phone: Call 911

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

Equipment Setup: Date: 09/14/2018 Time: 10am Equipment Pickup: Date: 09/17/2018 Time: 10am

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

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

Parking Type: Unpaved Lot, Paved Lot

Transportation Service: No service, Ride Share

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): River Parks Authority and Que Bueno Radio Station

Name of Park and Location, if applicable: River Parks, 2100 S Jackson Ave

Drone: Yes

Portable Toilets: Provider and Phone: Port-a-John of Tulsa, (918) 836-2134

Total Number of Portable Toilets: 20 Number of ADA Accessible Portable Toilets: 4

Equipment Setup: Date: 09/14/2018 Time: 8am

Equipment Pickup: Date: 09/17/2018 Time: 5pm

Other information: Paid Parking

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 10

Performer/Band name and music type: Female lead bands for MisFEST and Tejano/Banda Bands for Que Bueno event. Sharing stage, sound, lighting, tents, etc.

Sound Amplification: Yes

Start Time: 1pm

Finish Time: 11:59pm

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

Outdoor performance stage sound

Sound checks conducted prior to the event: Yes

Start Time: 11am

Finish Time: 1pm

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:

Standard decorations and stage lighting

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Volunteers and trash service

Number of Trash Receptacles: 50

Number of Dumpsters: 2

Number of Recycling Containers: 15

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Neighborhood Association

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: No File

For City of Tulsa Special Events Committee Use Only

Date received: 07.20.2018 Date routed: 09.02.2018 Date for review: 09.12.2018

Special Events Committee Recommendation: 08.29.2018 ☒ Yes ☐ No

Date routed to Mayor: 09.06.2018 Mayor's Recommendation: _____ ☐ Yes ☐ No

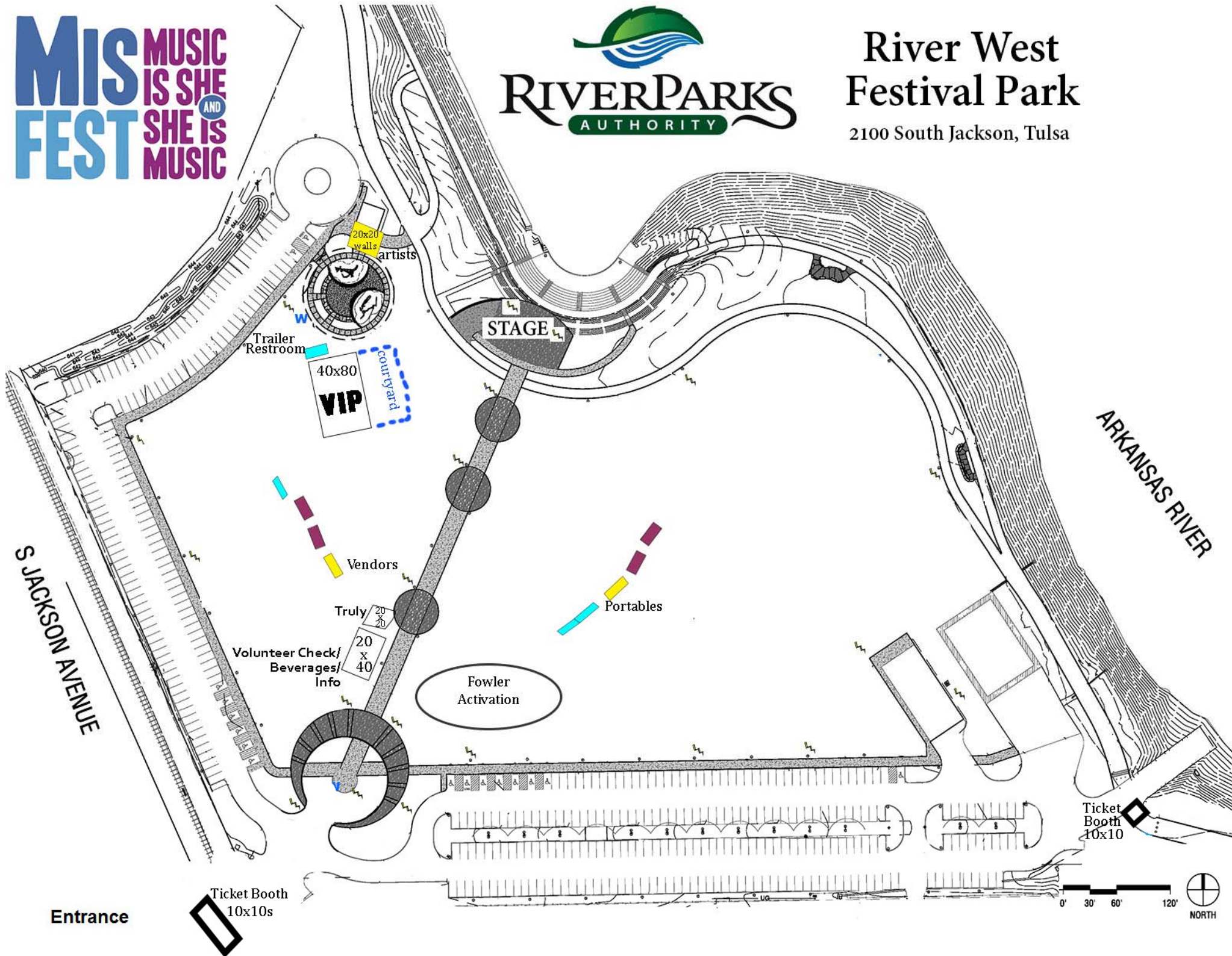
Date routed to Council: 09.06.2018 City Council Approval: _____ ☐ Yes ☐ No

Date Permit Issued: _____ Comments: Form revised and maps attached 09.02.2018

MIS MUSIC
FEST IS SHE
AND
SHE IS
MUSIC



**River West
Festival Park**
2100 South Jackson, Tulsa



S JACKSON AVENUE

ARKANSAS RIVER

STAGE

Trailer
Restroom

40x80
VIP

courtyard

Vendors

Portables

Truly

20
x
40

Volunteer Check/
Beverages/
Info

Fowler
Activation

Ticket
Booth
10x10

Ticket Booth
10x10s

Entrance

