



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Elote's Cinco De Mayo Street Festival Date(s) of Event: 5/4/2019-5/5/2019
Location Address: 514 S BOSTON AVE E Council District(s): 4
Event Description: Street Party/ Street Festival
Event Category: Festival/Celebration
Event Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Beer/Alcohol Sales, Public Right of Way, Live Entertainment, Food Sales, Merchandise Sales, No Parking Signage, Sidewalk Closure, Street Closure
Anticipated Attendance: Total: 2000 Per Day: 1000
Anticipated Participants: Total: Per Day:
Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Elote Cafe and Catering Website: www.elotetulsa.com/event/cinco-de-mayo/
Chief Officer of Host Organization: Libby Billings
Email and Phone: info@elotetulsa.com 918-582-1403
Applicant Name: Brianna Carter
Email and Phone: billing@elotetulsa.com 918-582-1403
Professional Event Organizer: NA
Email and Phone:
On-site Contact: Ashton Gacsal Mobile: 918-214-2605
Billing Contact: Elote Cafe and Catering Phone: 918-582-1403
Billing Address: 514 S Boston Ave
tulsa OK 74127

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 05/03/2019 Time: 0600 AM
Street Closure for Event Setup: Date: 05/03/2019 Time: 0600 AM
Street(s) to be Closed for Event Setup: Boston Ave from 5th St. to 6th St and 6th St between the alley east of Main St. and the alley west of Cincinnati Ave. Official TCP map pending.

Event Start: Date: 05/04/2019 Time: Noon
Street Closure for Event Start: Date: 05/04/2019 Time: 0600 AM
Street(s) to be Closed for Event Start: Boston Ave from 5th St. to 6th St and 6th St between the alley east of Main St. and the alley west of Cincinnati Ave. Official TCP map pending.

Run, Walk, Parade Start Time: N/A
Daily Event Hours: Saturday, 5/4/2019 Noon to Midnight
Sunday, 5/5/2019 Noon to 10 p.m.

Event End: Date: 05/05/2019 Time: 22:00 PM
Street Reopens after Event End: Date: 05/06/2019 Time: Midnight

Event Teardown: Date: 05/05/2019 Time: 23:00 PM
Street Reopens after Event Teardown: Date: 05/06/2019 Time: Midnight

Secondary Permits Required

Beer Sales, Alcohol Sales: Wine Sales, High point beer sales, Alcohol Sales
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: (4) 10 x 10 Provider and Phone: Elote's own tents 918-582-1403
Number of Inflatables: 0 Provider and Phone: N/A,
Number of Amusement Rides: 0 Provider and Phone: N/A
Use of fireworks, rockets, lasers, or other pyrotechnics: No
Provider and Phone: N/A,

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

Security and/or Police: Contact, Email and Phone: Midnight Run Security 918-895-6779

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

Traffic Control Barricade Company: Contact, Email and Phone: Action Safety 918-235-8222

Equipment Setup: Date:05/03/2019 Time: 06:00 AM Equipment Pickup: Date: 05/06/2019 Time: 10:00 AM

Crowd Management Fencing Company: Contact, Email and Phone: At Your Service 918-272-0568

Equipment Setup: Date:05/03/2019 Time: 10:00 AM Equipment Pickup: Date: 05/06/2019 Time: 06:00 AM

Parking Type: Parking Garage, Street, ADA parking available

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): N/A

Name of Park and Location, if applicable: N/A

Drone: No

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

Total Number of Portable Toilets: 9 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 05/03/2019 Time: Noon

Equipment Pickup: Date: 05/06/2019 Time: 8:00 AM

Other information: N/A

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 2

Performer/Band name and music type: TBD

Sound Amplification: Yes

Start Time: Noon

Finish Time: 22:00 PM

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

Speaker system used to announce

Sound checks conducted prior to the event: Yes

Start Time: 11:00 AM

Finish Time: Noon

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

N/A

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

Banners, decor, lighting around bars and kids corner on street

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Staff cleans the street after each days end. Double trash pickup on Friday and Saturday

Number of Trash Receptacles: 12

Number of Dumpsters: 1

Number of Recycling Containers: 1

Cleanup Service Provider and Phone, if applicable: N/A

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Businesses

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

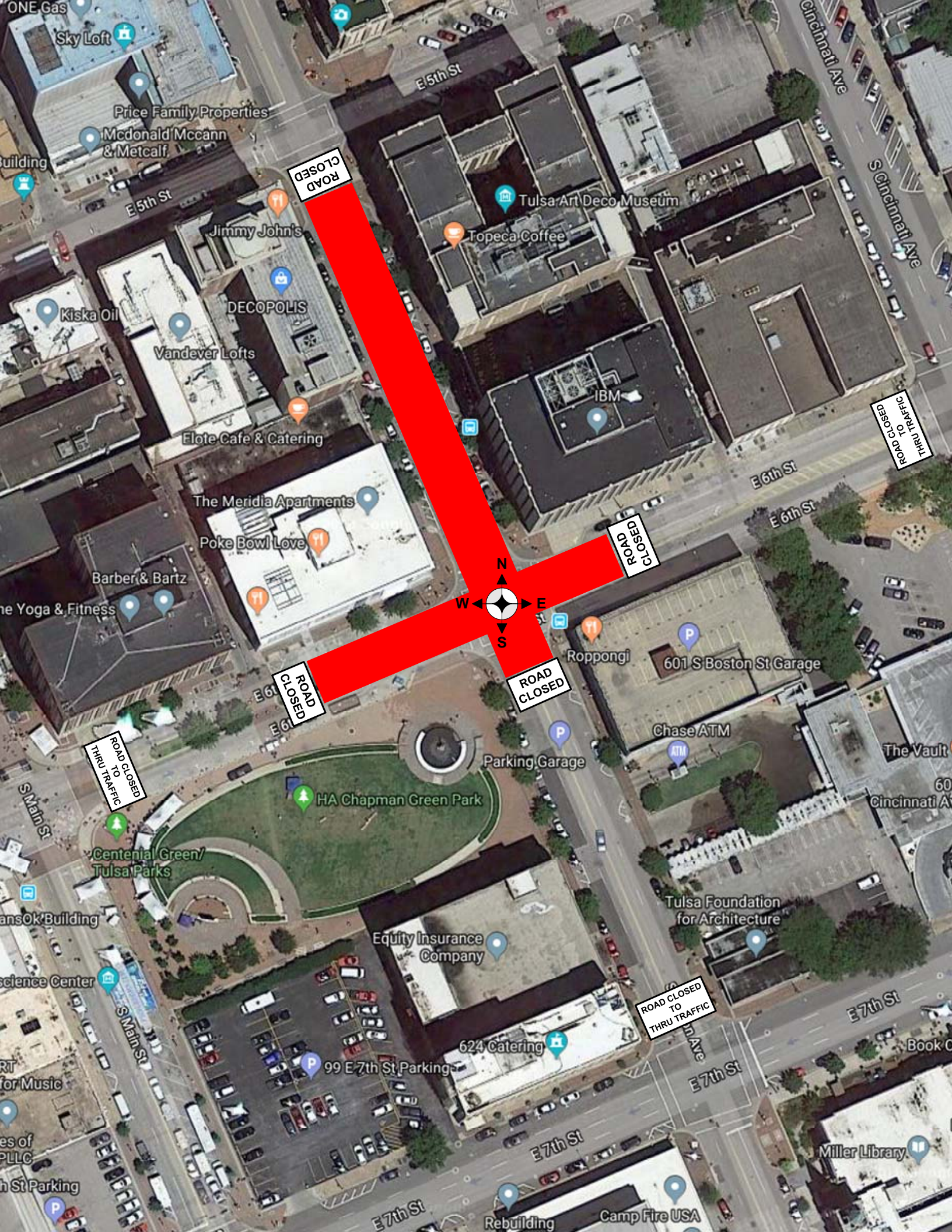
Date received: 02/20/2019 Date routed: 04/17/2019 Date for review: 04/24/2019

Special Events Committee Recommendation: 04/03/2019 Yes No

Date routed to Mayor: 04/18/2019 Mayor's Recommendation: 04/22/2019 Yes No

Date routed to Council: 04/18/2019 City Council Approval: 04/24/2019 Yes No

Date Permit Issued: _____ Comments: Form revised and map attached 04/17/2019.



ROAD CLOSED

ROAD CLOSED

ROAD CLOSED

ROAD CLOSED

ROAD CLOSED THRU TRAFFIC

ROAD CLOSED TO THRU TRAFFIC

ROAD CLOSED THRU TRAFFIC



ONE Gas

Sky Loft

Price Family Properties

McDonald Mccann & Metcalf

E 5th St

Jimmy John's

E 5th St

Tulsa Art Deco Museum

Topeca Coffee

Cincinnati Ave

S Cincinnati Ave

Kiska Oil

DECOPOLIS

Vandever Lofts

Elote Cafe & Catering

IBM

E 6th St

E 6th St

The Meridia Apartments

Poke Bowl Love

Barber & Bartz

Yoga & Fitness

N

W

E

S

Roppongi

601 S Boston St Garage

E 6th St

E 6th St

Parking Garage

Chase ATM

The Vault

Centennial Green/Tulsa Parks

HA Chapman Green Park

601 S Cincinnati Ave

OK Building

Equity Insurance Company

Tulsa Foundation for Architecture

Science Center

S Main St

S Main St

Equity Insurance Company

Tulsa Foundation for Architecture

for Music

99 E 7th St Parking

624 Catering

E 7th St

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E 7th St

E 7th St

Camp Fire USA

Miller Library

Book C