



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Chili on the Green Date(s) of Event: August 17, 2019
Location Address: 111 E Reconciliation Way Council District(s): 4
Event Description: The Kiwanis Club of Tulsa is hosting the Oklahoma Chili State Championship at the Guthrie Green. This event is open to the public.

Event Category: Festival/Celebration

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

Anticipated Attendance: Total: 3500 Per Day: 3500
Anticipated Participants: Total: 400 Per Day: 400
Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Kiwanis Club of Tulsa Website: http://kiwaniscluboftulsa.org/
Chief Officer of Host Organization: Brian Walker
Email and Phone: kiwanis@tulsacoxmail.com 918-587-5981
Applicant Name: Brian Walker
Email and Phone: kiwanis@tulsacoxmail.com 918-587-5981
Professional Event Organizer: Same
Email and Phone:
On-site Contact: Robert Wallace Mobile: 918-640-6645
Billing Contact: Kiwanis Club of Tulsa Phone: 918-587-5981
Billing Address: 125 W 15th St 102
Tuls OK 74119

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 08/17/2019 Time: 0400
Street Closure for Event Setup: Date: 08/17/2019 Time: 0300
Street(s) to be Closed for Event Setup: See TCP map

Event Start: Date: 08/17/2019 Time: 1000
Street Closure for Event Start: Date: 08/17/2019 Time: 0300
Street(s) to be Closed for Event Start: E Cameron St from the east edge of N Boston Ave to west edge of N MLK Blvd
E Reconciliation Way from east edge of N Boston Ave to west edge of N MLK Blvd
N Boston Ave from north edge of E Reconciliation Way to south edge of N Cameron St

Run, Walk, Parade Start Time: N/A
Daily Event Hours: One day event open to public from 1100 to 1900

Event End: Date: 08/17/2019 Time: 1900
Street Reopens after Event End: Date: 08/17/2019 Time: 2100

Event Teardown: Date: 08/17/2019 Time: 1900
Street Reopens after Event Teardown: Date: 08/17/2019 Time: 2100

Secondary Permits Required

Beer Sales, Alcohol Sales: High point beer sales
Number of Food Vendors: 60
Number of Food Trucks: 5
Food Cooked on-site: Yes Fuel(s) to be used: Electric, Gas
Number of Item Vendors: 5 Number of Service Vendors: 5
Number of Tents/Canopies: 75 Provider and Phone: (1) 20X20, (3) 20X40 (may be group together 60X120) & (71) 10X10 {may be grouped in 4 (10X200, 10X350, 10X80, 10X80)} by ABCO Rents (918) 583-6557
Number of Inflatables: 3 Provider and Phone: The Kiwanis Club of Tulsa Foundation owns the inflatables. They are small, 2 ft wide by 5 ft tall inflatables that say "Kiwanis International" on them. They are not inflatables for a kid's zone or to be used as a ride or toy.
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: Deputy Brian Walker
Tulsa County Sheriff's Office
9188490464
brianwalker@tcsso.org

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

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

Equipment Setup: Date: 08/17/2019 Time: 0300 Equipment Pickup: Date: 08/17/2019 Time: 2100

Crowd Management Fencing Company: Contact, Email and Phone: N/A

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

Parking Type: Parking Garage, Street, ADA parking available

Transportation Service: No service

Transportation Service: Contact, Email and Phone: N/A

Sponsor and Other Event Information

Event Sponsor(s): Kiwanis Club of Tulsa Foundation
Kiwanis Club of Tulsa

Name of Park and Location, if applicable: Guthrie Green 111 E Reconciliation Way

Drone: No

Portable Toilets: Provider and Phone: Guthrie Green

Total Number of Portable Toilets: 20 Number of ADA Accessible Portable Toilets: 6

Equipment Setup: Date: 08/17/2019 Time: 0800

Equipment Pickup: Date: 08/17/2019 Time: 2100

Other information: Chili Tasting Noon. Live music 1 to 6 p.m. Chili Awards 6 p.m.

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 5

Performer/Band name and music type: The Modern Oklahoma Jazz Orchestra is an 18 piece big band. TNB is a multi-genre cover band. During their Chili on the Green performance TNB will be playing covers of iconic songs from the 1980's.

Sound Amplification: Yes

Start Time: 1100

Finish Time: 1900

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

Sound system provided by Guthrie Green

Sound checks conducted prior to the event: Yes

Start Time: 1030

Finish Time: 1055

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 on Guthrie Green stage and building for sponsors

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Guthrie Green is providing as part of contract to use the facility. We will also have volunteers that will be helping to clear the space after the event is closed.

Number of Trash Receptacles: 25

Number of Dumpsters: 0

Number of Recycling Containers: 0

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

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to: Pending

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: 07/11/2019 Date routed: 07/29/2019 Date for review: 08/07/2019

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: Road closure change 07/25/2019. Additional info finalized 07/26/2019. Form revised and TCP map created 07/29/2019.



Date: August 17, 2019 **Project:** Chili on the Green

Comments:
 Road Closure: 3 a.m. to 9 p.m.
 Event Hours: 11 a.m. to 7 p.m.
 Parking lanes not shown. Drawing not to scale
 COT assumes no liability for accuracy or validity



Public Parking @ the
 Parking Garage located @
 1st Street & Main Street.

Entrance Exit

Oklahoma's Own™
GUTHRIE COMMUNICATIONS



Guthrie Green

Portable Sign
 Support in Hash Line
 Area, Parking Space
 or on Sidewalk (ADA)

N Boulder Ave

N Main St

N Boston Ave

M L King Jr Blvd

N Detroit Ave

W Easton St

W Cameron St

E Cameron St

Reconciliation Way

Reconciliation Way

N Boulder Ave

N Main St

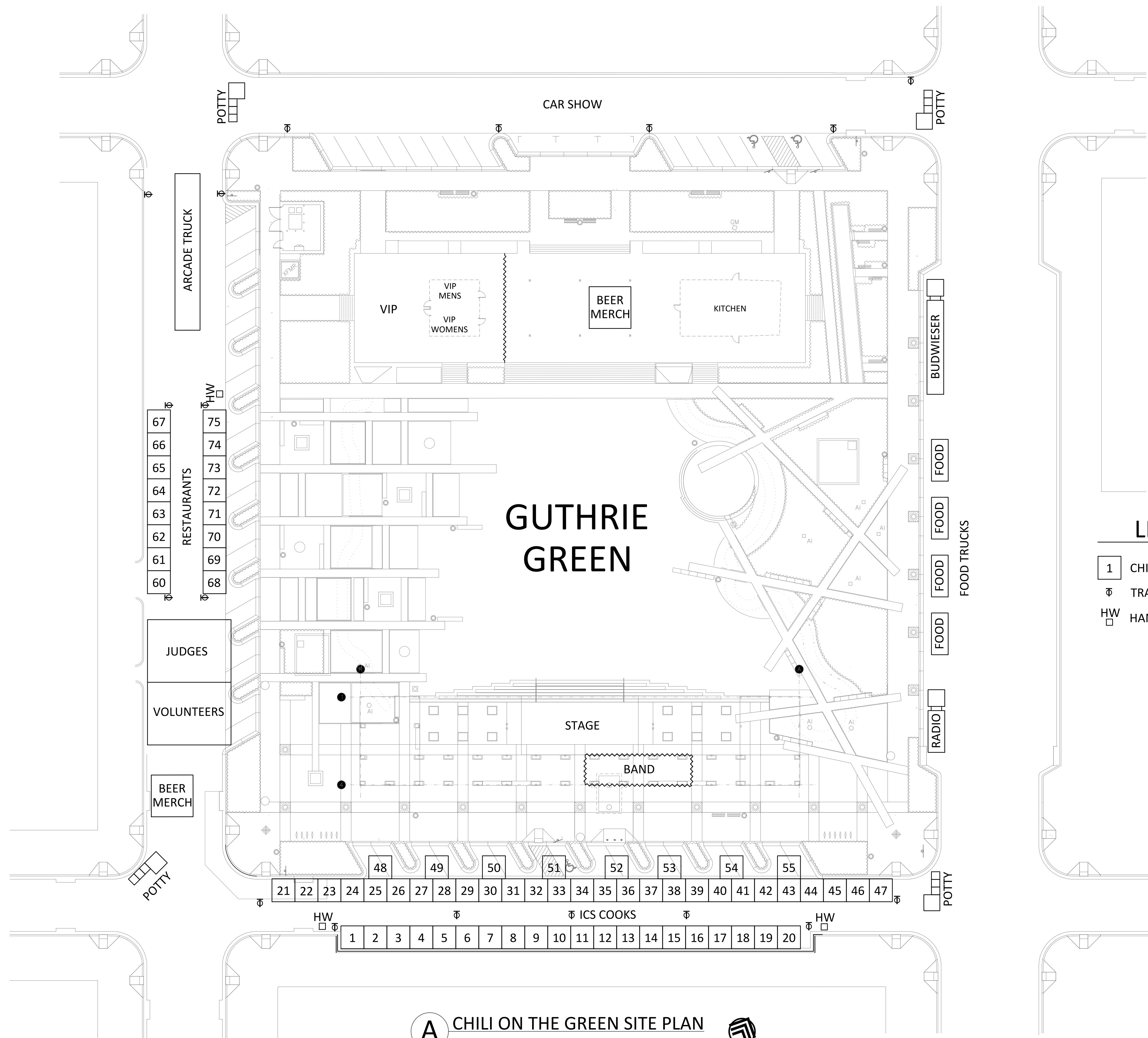
N Boston Ave

M L King Jr Blvd

N Detroit Ave

E Archer St

E Archer St



GUTHRIE GREEN

LEGEND

- 1 CHILI TENT - LOCATION 1
- ☉ TRASH CAN
- HW HAND WASH STATION

