



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: Tulsa's Great Raft Race Date(s) of Event: Sept. 2, 2019  
Location Address: 2105 S JACKSON AVE W Council District(s): 1, 4, 9, 2  
Event Description: Annual non-profit event highlighting recreation on the AR River and STEM education principles. Starting in Sand Springs and floating 8 miles down river to West Festival Park in Tulsa.  
**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: 15000 Per Day: 15000  
Anticipated Participants: Total: 750 Per Day: 750  
Number of Events for Monthly Event: No

### Host Organization, Applicant and Professional Event Organizer Information

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Host Organization: Tulsa's Great Raft Race Website: www.tulsarafrage.com  
Chief Officer of Host Organization: Seth Erkenbeck  
Email and Phone: seth.erkenbeck@gmail.com 580-491-9311  
Applicant Name: Seth Erkenbeck  
Email and Phone: seth.erkenbeck@gmail.com 580-491-9311  
Professional Event Organizer: Mary Fenci Events  
Email and Phone: mary@maryfencievents.com 918-809-5862  
On-site Contact: Ryan Howell Mobile: 918-264-9915  
Billing Contact: Tulsa's Great Raft Race Phone: 580-491-9311  
Billing Address: 3526 E. 22nd Pl  
Tulsa OK 74114

## ***Event Timeline and Lane/Street Closure Information***

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**Event Setup:** Date: 08/30/2019 Time: 11am  
Street Closure for Event Setup: Date: 09/02/2019 Time: 6am  
Street(s) to be Closed for Event Setup: Jackson Ave between 23rd St and 20th St.

**Event Start:** Date: 09/02/2019 Time: 10:30am  
Street Closure for Event Start: Date: 09/02/2019 Time: 6am  
Street(s) to be Closed for Event Start: Jackson Ave between 23rd St and 20th St.  
Run, Walk, Parade Start Time: NA  
Daily Event Hours: RACE LAUNCH PARTY: 8:00am - 11:30am  
Case Community Park, Sand Springs  
FINISH LINE FESTIVAL: 10:30am – 5:00 pm  
River West Festival Park, Tulsa

**Event End:** Date: 09/02/2019 Time: 4:30pm  
Street Reopens after Event End: Date: 09/02/2019 Time: 5pm  
**Event Teardown:** Date: 09/02/2019 Time: 5pm  
Street Reopens after Event Teardown: Date: 09/02/2019 Time: 5pm

## ***Secondary Permits Required***

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Beer Sales, Alcohol Sales: High point beer sales  
Number of Food Vendors: 0  
Number of Food Trucks: 8  
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: 13 Provider and Phone: 1-40x60, 1-40X40, 6-20X20, 5-10X10  
Party Pro Rentals (918) 622-8102  
Number of Inflatables: 3 Provider and Phone: Show It Off, LLC (918) 232-1196,  
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**

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Security and/or Police: Contact, Email and Phone: TPD Special Events Unit Chris Witt (918) 586-6054  
Special Event Security Kathy Purple (918) 693-0380

Medical and/or First Aid Services: Contact, Email and Phone: EMSA Supervisor (918) 596-3055

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

Equipment Setup: Date: 09/02/2019 Time: 6am Equipment Pickup: Date: 09/03/2019 Time: 9am

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

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

Parking Type: Unpaved Lot, ADA parking available, Paved Lot

Transportation Service: Shuttle Service

Transportation Service: Contact, Email and Phone: For participants only

## **Sponsor and Other Event Information**

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Event Sponsor(s): PSO, Zeeco, Aaon, Schusterman Foundation, KKT, Webco, Sawyer Manufacturing, CNB, Osage Casino

Name of Park and Location, if applicable: River West Festival Park

Drone: No

Portable Toilets: Provider and Phone: At Your Service

Total Number of Portable Toilets: 20 Number of ADA Accessible Portable Toilets: 5

Equipment Setup: Date: 08/30/2019 Time: 11am

Equipment Pickup: Date: 09/03/2019 Time: 11am

Other information: Standard "Road Closed/Residents Only" signage plan for neighborhood  
Tulsa Fire Department will provide patrol boats in the Arkansas River  
American Parking (918) 587-4141 will be parking vehicles \$10  
\$40 Helicopter Rides

**Entertainment and Related Activities**

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Number of Stages: 1

Number of Performers/Bands: 5

Performer/Band name and music type: Jesse Joice  
Johnny Manchild & The Poor Bastards  
The Lonelys  
Carlton Hesston  
Zunis

Sound Amplification: Yes

Start Time: 11am

Finish Time: 4:30pm

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

Standard band equipment

Sound checks conducted prior to the event: No

Start Time:

Finish Time:

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:

Normal event signage and banners

**Mitigation of Impact**

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Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: American waste providing dumpsters - Hiring trash firm for cleaning and day of disposal

Number of Trash Receptacles: 20

Number of Dumpsters: 2

Number of Recycling Containers: 20

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to: Pending

**Avidavit of Applicant**

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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

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**For City of Tulsa Special Events Committee Use Only**

Date received: 07/26/2019      Date routed: 08/19/2019      Date for review: 08/28/2019

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: Form (incomplete) and TCP revised 08/19/2019.

- Raft Trailer Parking
- Raft Drop Off
- Check Out / Cool Down Zone
- Raft/Kayak Rentals
- Bar Cart
- VIP Area
- Live Music
- Helicopter Launch
- Conquer Youth Course
- Food
- Yard Games
- FabLab Cardboard Regatta
- Sand Castle Exhibition
- Raft Take Out
- Finish Line
- Viewing Points
- Playground
- Ch. 6 Severe Weather Trucks
- Kid Zone/ Inflatables
- Parking
- Handicap Parking
- Restrooms
- Volunteer Parking
- Volunteer / Info
- First Aid
- Food Vendors
- Retail / Nonprofit Vendor
- General Public Seating
- Shade Tents
- Traffic Block

# FINISHLINE FESTIVAL

Festival Map - River Park West - 2018  
2105 S. Jackson Ave, Tulsa, OK 74107



**WEST FESTIVAL PARK**

