



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Lemon-Aid Project Date(s) of Event: September 2, 2019
Location Address: 111 E MATHEW BRADY ST N Council District(s): 4
Event Description: Lemon-Aid Project benefiting the Tulsa Day Center

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: 2000 Per Day: 2000

Anticipated Participants: Total: 2000 Per Day: 2000

Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Day Center for the Homeless Website: www.thelemonaidproject.org

Chief Officer of Host Organization: Mack Haltom

Email and Phone: 918-694-0477

Applicant Name: Mack Haltom

Email and Phone: 918-694-0477 lemonaidproject25@gmail.com

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Katie Murray Mobile: 404-759-7857

Billing Contact: Katie Murray Phone: 415-684-8528

Billing Address: 32 S. Lewis Ave
Tulsa OK 74104

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 09/02/2019 Time: 7:00 am
Street Closure for Event Setup: Date: 09/02/2019 Time: 7:00 am
Street(s) to be Closed for Event Setup: Boston Ave between E Cameron St and Reconciliation Way

Event Start: Date: 09/02/2019 Time: 11:00 am
Street Closure for Event Start: Date: 09/02/2019 Time: 7:00 am
Street(s) to be Closed for Event Start: Boston Ave between E Cameron St and Reconciliation Way
Run, Walk, Parade Start Time: NA
Daily Event Hours: 11:00 am - 4:00 pm

Event End: Date: 09/02/2019 Time: 4:00 pm
Street Reopens after Event End: Date: 09/02/2019 Time: 7:00 pm

Event Teardown: Date: 09/02/2019 Time: 5:00 pm
Street Reopens after Event Teardown: Date: 09/02/2019 Time: 7:00 pm

Secondary Permits Required

Beer Sales, Alcohol Sales: Wine Sales, High point beer sales, Alcohol Sales

Number of Food Vendors: 0

Number of Food Trucks: 6

Food Cooked on-site: No Fuel(s) to be used:

Number of Item Vendors: 1 Number of Service Vendors: 1

Number of Tents/Canopies: 5 Provider and Phone: 3 10X10 & 2 20X20
ABCO Rents
(918) 583-6557

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: OWL NITE and ODLE Security
(918) 794-7003

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

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

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

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

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

Parking Type: Street

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): TBD

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

Drone: No

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

Total Number of Portable Toilets: 4 Number of ADA Accessible Portable Toilets: 2

Equipment Setup: Date: 09/01/2019 Time: TBD

Equipment Pickup: Date: 09/03/2019 Time: TBD

Other information: NA

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 3

Performer/Band name and music type: TBD

Sound Amplification: Yes

Start Time: 11:00 am

Finish Time: 4:00 pm

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

Standard Band Equipment

Sound checks conducted prior to the event: Yes

Start Time: 10:30 am

Finish Time: 11:00 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: TBD

Number of Trash Receptacles: 10

Number of Dumpsters: 1

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: 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: 03/07/2019 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 revised (no email until 08/05/2019) and map created/attached 08/19/2019.

Date: Sept. 2, 2019 **Project:** Lemon-Aid Project
Comments:
 Road Closure: 7 a.m. to 7 p.m.
 Event Hours: 11 a.m. to 4 p.m.
 Parking Lanes not Shown. Drawing not to Scale
 COT assumes no liability for accuracy or validity



W Easton St

N Boulder Ave

N Main St

P

Event Field

P

Cain's
JOE'S

North

N Boston Ave

SPECIAL EVENT AHEAD

ROAD CLOSED AHEAD

Tulsa

P

Oklahoma's Own GRIFFIN COMMUNICATIONS

SPECIAL EVENT AHEAD

L King Jr Blvd

www.tulsa.gov

P

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

GYPSY

P

N Detroit Ave

W Cameron St

CLUB 209 - THE ARTS BAR-

Alley

HUNT CLUB
VANGUARD
Custom Custom Shop
CHIMERA

SPECIAL EVENT AHEAD

ROAD CLOSED

Alley

Wuthrie Green
THE BRICK LAWN

ROAD CLOSED

SPECIAL EVENT AHEAD

E Cameron St

CONSTRUCTION BY Contractor

ONE WAY

W Reconciliation Way

N Boulder Ave

N Main St

Mexicali BORDER CAFE

P

46

Bench Park

W Archer St

SPECIAL EVENT AHEAD

FAIRFIELD INN & SUITES Marriott

N Boston Ave

ROAD CLOSED AHEAD

WODY WUTHRIE
ENTER | TULSA, OK

SPECIAL EVENT AHEAD

P

M L King Jr Blvd

E Reconciliation Way

N Detroit Ave

P

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

E Archer St