



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### **Summary of Event**

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Name of Event: Homecoming Street Painting Date(s) of Event: October 22, 2019  
Location Address: 3110 E 8TH ST S Council District(s): 4  
Event Description: The University of Tulsa Annual Homecoming Event - Glenn Dobbs Street Painting  
**Event Category:** Street, Lane, or Sidewalk Closure  
**Event Includes:** Public Right of Way, Street Closure  
Anticipated Attendance: Total: 100 Per Day: 100  
Anticipated Participants: Total: 100 Per Day: 100  
Number of Events for Monthly Event: NA

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

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Host Organization: The University of Tulsa Website: https://utulsa.edu/  
Chief Officer of Host Organization: Kevan Buck  
Email and Phone: kevan-buck@utulsa.edu 918-631-3245  
Applicant Name: Joe Timmons  
Email and Phone: joseph-timmons@utulsa.edu 918-631-2710  
Professional Event Organizer: NA  
Email and Phone:  
On-site Contact: Joe Timmons Mobile: 918-740-1681  
Billing Contact: The University of Tulsa Phone: 918-631-2710  
Department of Campus Security  
Billing Address: 800 Tucker Drive  
Tulsa OK 74104

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

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**Event Setup:** Date: 10/22/2019 Time: 5:30 p.m.  
Street Closure for Event Setup: Date: 10/22/2019 Time: 5:30 p.m.  
Street(s) to be Closed for Event Setup: 8th Street (Glenn Dobbs) between Florence Avenue and Gary Avenue

**Event Start:** Date: 10/22/2019 Time: 6:00 p.m.  
Street Closure for Event Start: Date: 10/22/2019 Time: 5:30 p.m.  
Street(s) to be Closed for Event Start: 8th Street (Glenn Dobbs) between Florence Avenue and Gary Avenue

Run, Walk, Parade Start Time: NA  
Daily Event Hours: 6:00 to 9:00 p.m.

**Event End:** Date: 10/22/2019 Time: 9:00 p.m.  
Street Reopens after Event End: Date: 10/22/2019 Time: 9:30 p.m.

**Event Teardown:** Date: 10/22/2019 Time: 9:00 p.m.  
Street Reopens after Event Teardown: Date: 10/22/2019 Time: 9:30 p.m.

## ***Secondary Permits Required***

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Beer Sales, Alcohol Sales: Not Applicable  
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: 0 Provider and Phone: NA  
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**

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Security and/or Police: Contact, Email and Phone: Joe Timmons, Director of Campus Security - The University of Tulsa, joseph-timmons@utulsa.edu, Office: (918) 631-2710, Cell (918) 740-1681

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

Traffic Control Barricade Company: Contact, Email and Phone: Roadsafe Traffic Systems: roadsafetraffic.com, (918) 425-4550

Equipment Setup: Date: 10/22/2019 Time: 5:30 p.m Equipment Pickup: Date: 10/22/2019 Time: 10:00 p.m.

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

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

Parking Type: Parking not available

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

**Sponsor and Other Event Information**

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Event Sponsor(s): The University of Tulsa Student Association

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: NA

Total Number of Portable Toilets: 0 Number of ADA Accessible Portable Toilets: 0

Equipment Setup: Date: Time:

Equipment Pickup: Date: Time:

Other information: NA

**Entertainment and Related Activities**

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Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: NA

Sound Amplification: No

Start Time:

Finish Time:

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

NA

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:

NA

**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: The venue and surrounding area will be cleaned and trash collected by the University of Tulsa Physical Plant (Grounds Crew)

Number of Trash Receptacles: 4

Number of Dumpsters: 0

Number of Recycling Containers: 4

Cleanup Service Provider and Phone, if applicable: The University of Tulsa Physical Plant (Grounds Crew) , (918)

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to: The event will be held on a city street inside the boundaries of the University of Tulsa and will not impact local businesses or neighborhoods.

**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: 09/19/2019      Date routed: 10/09/2019      Date for review: 10/16/2019

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 10/09/2019. TCP map subject to change.

