



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Census Caravan II Date(s) of Event: Saturday, 19 September 2020

Location Address: 2750 N MARTIN LUTHER KING JR BLVD E Council District(s): 1

Event Description: This will be a parade of cars decorated with Census signs that drive through neighborhoods that are still seeing low response rates, in order to encourage people to respond. We will also have a DJ and music. We will meet in our cars at the parking lot of Wesley Chapel at 2750 N MLK Blvd. We will decorate cars as early as 10:15 am, and drive the neighborhood from 11 am to Noon. We will generally be in the Sharon Heights area on the way north to Turley, along Hartford Ave and Garrison Place, and we will end at Turley Assembly of God / Woodlake Family Church at 6301 N Peoria Ave.

Event Category: Parade

Event Includes: Amplified Sound, Public Right of Way, Street Closure

Anticipated Attendance: Total: 50 Per Day: 50

Anticipated Participants: Total: 50 Per Day: 50

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Tulsa Regional Complete Count Committee Website: NA

Chief Officer of Host Organization: Kyle Ofori

Email and Phone: kofori@cityoftulsa.org 539-302-3521

Applicant Name: Kyle Ofori

Email and Phone: kofori@cityoftulsa.org 539-302-3521

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Kyle Ofori Mobile: 330-465-2060

Billing Contact: Tulsa Regional Complete Count Committee Phone: 539-302-3521

Billing Address: 175 E 2ND ST S Tulsa
Tulsa OK 74103

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 09/19/2020 Time: 10:15am
Street Closure for Event Setup: Date: 09/19/2020 Time: 10:45am
Street(s) to be Closed for Event Setup: Parking Lot Only

Event Start: Date: 09/19/2020 Time: 11:00am
Street Closure for Event Start: Date: 09/19/2020 Time: 11:00am
Street(s) to be Closed for Event Start: Last time, we simply followed the Rules of the Road, and we had fire trucks with us who helped announce our presence as we drove by. However, (relatively) complicated intersections that we could need blocked off if the police department felt it necessary are:
Turning from E 33rd St N onto Hartford Ave
Crossing E 36th St N (on Hartford Ave)
Crossing E 46th St N (on Hartford Ave)
Moving from E 56th St N Service Drive to 56th St N then left onto N Frankfort Ave
Jogging from E 60th Pl N to E 61st St N, crossing N Peoria Ave

Run, Walk, Parade Start Time: 11 a.m.

Daily Event Hours: NA

Event End: Date: 09/19/2020 Time: Noon

Street Reopens after Event End: Date: 09/19/2020 Time: Noon

Event Teardown: Date: 09/19/2020 Time: Noon

Street Reopens after Event Teardown: Date: 09/19/2020 Time: Noon

Secondary Permits Required

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

Security and/or Police: Contact, Email and Phone: TBD

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

Traffic Control Barricade Company: Contact, Email and Phone: NA

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: Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Tulsa Regional Complete Count Committee

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

Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: NA

Sound Amplification: Yes

Start Time: 11am

Finish Time: 12pm

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

Truck with speakers in the back

Sound checks conducted prior to the event: Yes

Start Time: 10:30am

Finish Time: 11am

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: We will throw away our own trash as we decorate cars for this event.

Number of Trash Receptacles: 0

Number of Dumpsters: 0

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:

Neighborhood Association , Other entities

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: 09/01/2020 Date routed: 09/08/2020 Date for review: 09/16/2020

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 09/08/2020



