



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### **Summary of Event**

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Name of Event: Tulsa Mayfest 2021 Date(s) of Event: May 7-9, 2021  
Location Address: 110 N ELGIN AVE E Council District(s): 4  
Event Description: Annual fine arts festival celebrating 48 years in Tulsa, OK

**Event Category:** Festival/Celebration

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

Anticipated Attendance: Total: 100000 Per Day: 33000

Anticipated Participants: Total: 160 Per Day: 160

Number of Events for Monthly Event: NA

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

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Host Organization: ahha Tulsa Website: https://www.tulsamayfest.org/

Chief Officer of Host Organization: Holly Becker

Email and Phone: hbecker@ahhatulsa.org 918-584-3333

Applicant Name: Krystal Grizzle

Email and Phone: kgrizzle@ahhatulsa.org 918-584-3333

Professional Event Organizer: Same

Email and Phone:

On-site Contact: Heather Pingry Mobile: 918-852-8214

Billing Contact: ahha Tulsa Phone: 918-584-3333

Billing Address: 101 E Archer St  
Tulsa OK 74103

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

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**Event Setup:** Date: 05/05/2021 Time: 6 pm  
Street Closure for Event Setup: Date: 05/05/2021 Time: 6 pm  
Street(s) to be Closed for Event Setup: See maps

**Event Start:** Date: 05/07/2021 Time: 11 am  
Street Closure for Event Start: Date: 05/07/2021 Time: 6 pm  
Street(s) to be Closed for Event Start: Detroit Ave from I-244 to Archer St  
Boston Ave from Cameron St to Reconciliation Way  
Reconciliation Way from Elgin Ave to Boston Ave excluding MLK Jr Blvd  
Cameron St from Detroit Ave to Boston Ave excluding MLK Jr Blvd  
MLK Jr Blvd to remain open as 2-way traffic  
Run, Walk, Parade Start Time: NA  
Daily Event Hours: 11 am - 11 pm Friday and Saturday  
11 am - 8 pm Sunday

**Event End:** Date: 05/09/2021 Time: 8 pm  
Street Reopens after Event End: Date: 05/10/2021 Time: 12 am  
**Event Teardown:** Date: 05/09/2021 Time: 8 pm  
Street Reopens after Event Teardown: Date: 05/10/2021 Time: 12 am

## ***Secondary Permits Required***

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Beer Sales, Alcohol Sales: Wine Sales, High point beer sales, Alcohol Sales  
Number of Food Vendors: 12  
Number of Food Trucks: 12  
Food Cooked on-site: Yes Fuel(s) to be used: Charcoal, Electric, Gas, Wood  
Number of Item Vendors: 200 Number of Service Vendors: 90  
Number of Tents/Canopies: 127 Provider and Phone: 100 10x10s, 6 10x20s, 20 20x20s, 1 60x120 ABCO (918) 583-6557  
Number of Inflatables: 0 Provider and Phone: NA  
Number of Amusement Rides: 1 Provider and Phone: TBD  
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: Off duty TPD - Chris Bauer cbauer@cityoftulsa.org (918) 906-4949

Medical and/or First Aid Services: Contact, Email and Phone: Call 911 for medical emergencies

Traffic Control Barricade Company: Contact, Email and Phone: Direct Traffic Control Josh Legan JLegan@directtrafficcontrol.com (918) 348-1590

Equipment Setup: Date: 05/05/2021 Time: 6 pm Equipment Pickup: Date: 05/09/2021 Time: 11:59 pm

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

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

Parking Type: Parking Garage, Street, ADA parking available, Paved Lot

Transportation Service: Shuttle Service

Transportation Service: Contact, Email and Phone: TBD

## **Sponsor and Other Event Information**

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Event Sponsor(s): MidFirst Bank, Vast Bank, PSO, AAON, American Waste Control

Name of Park and Location, if applicable: Guthrie Green

Drone: No

Portable Toilets: Provider and Phone: TBD

Total Number of Portable Toilets: 30 Number of ADA Accessible Portable Toilets: 5

Equipment Setup: Date: 05/05/2021 Time: 6 pm

Equipment Pickup: Date: 05/09/2021 Time: 10 pm

Other Event information: Close the west curb parking lane of MLK Jr. Blvd between Cameron St and Archer St. Mayfest will provide the "No Parking" signage to block off all parking spaces accordingly.

**Entertainment and Related Activities**

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Number of Stages: 2

Number of Performers/Bands: 75

Performer/Band name and music type: All genres

Sound Amplification: Yes

Start Time: 11 am

Finish Time: 11 pm

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

Built in sound at Guthrie Green and a temporary stage setup at Living Arts

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:

Stage lights, tent lights, banners, signs

**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: Private staff of maintenance crew

Number of Trash Receptacles: 50

Number of Dumpsters: 5

Number of Recycling Containers: 50

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Residents, Schools, Businesses, Business Association, Neighborhood Association , Places of Worship

**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: 04/03/2020      Date routed: 04/19/2021      Date for review: 04/28/2021

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: TCP Maps uploaded 03/04/2021 (subject to change).  
COVID-19 Safety Plan uploaded 03/04/2021. Revised  
TCP maps uploaded 04/06/2021 (subject to  
change). Form revised 04/19/2021. COVID-19 Safety  
Plan Approval by THD uploaded 04/19/2021. \*A permit  
will not be issued until all requested/required documents  
are uploaded into the system portal.





Date: 2/12/2021 Author: DAVID FIELDER Project: 2021 MAYFEST

**Comments:**

THIS TRAFFIC CONTROL PLAN WAS DRAFTED IN ACCORDANCE WITH M.U.T.C.D. & O.D.O.T. SPECIFICATIONS. ROADSFAFE TRAFFIC SYSTEMS PROVIDED THIS DRAFT TO THE CUSTOMER AS A SERVICE AND IS TO BE SUBMITTED TO THE AUTHORITATIVE AGENCY FOR REVIEW AND MODIFICATION IF NEEDED. ROADSFAFE TRAFFIC SYSTEMS ASSUMES NO LIABILITY FOR ACCURACY OR VALIDITY.

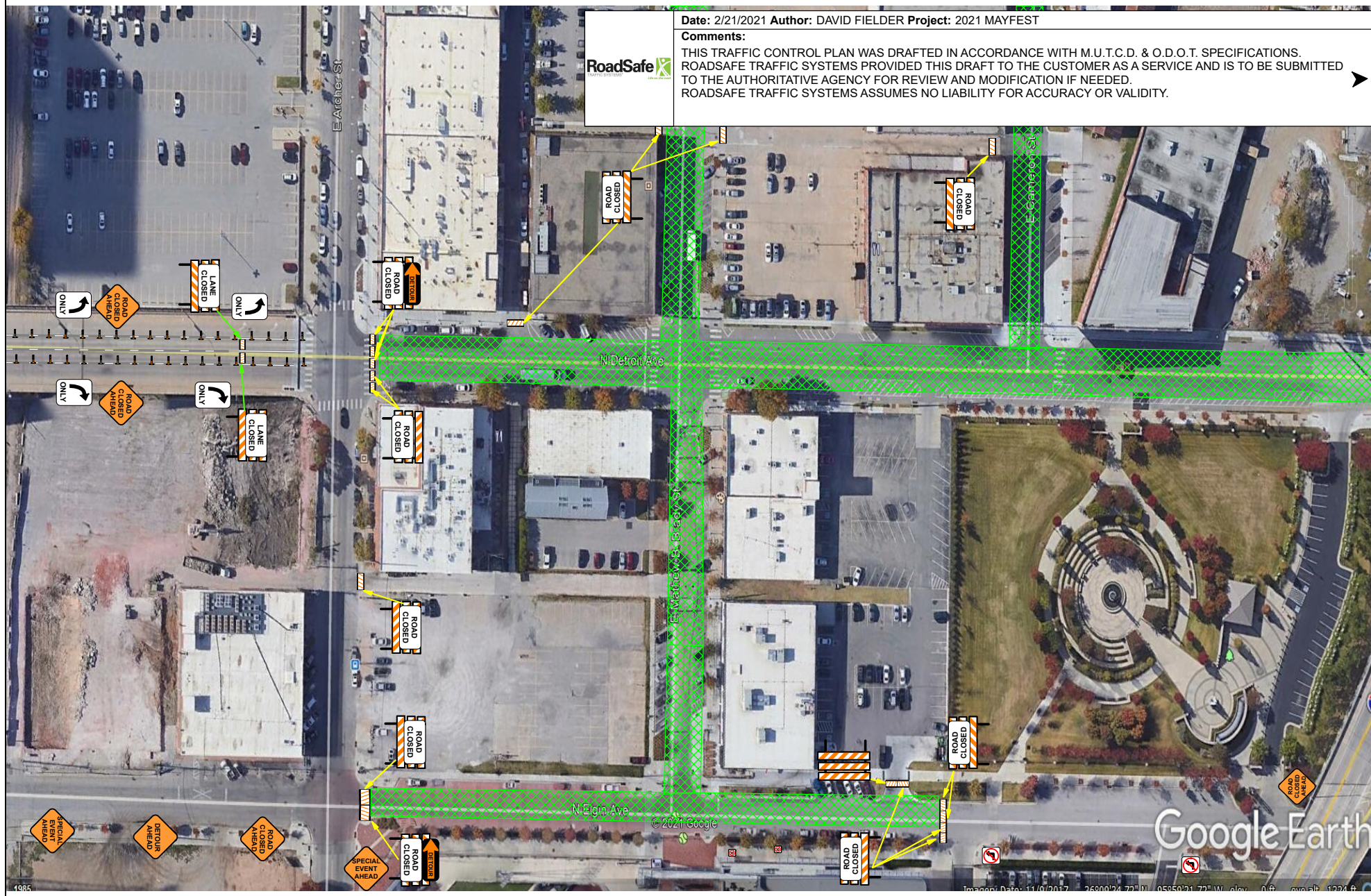




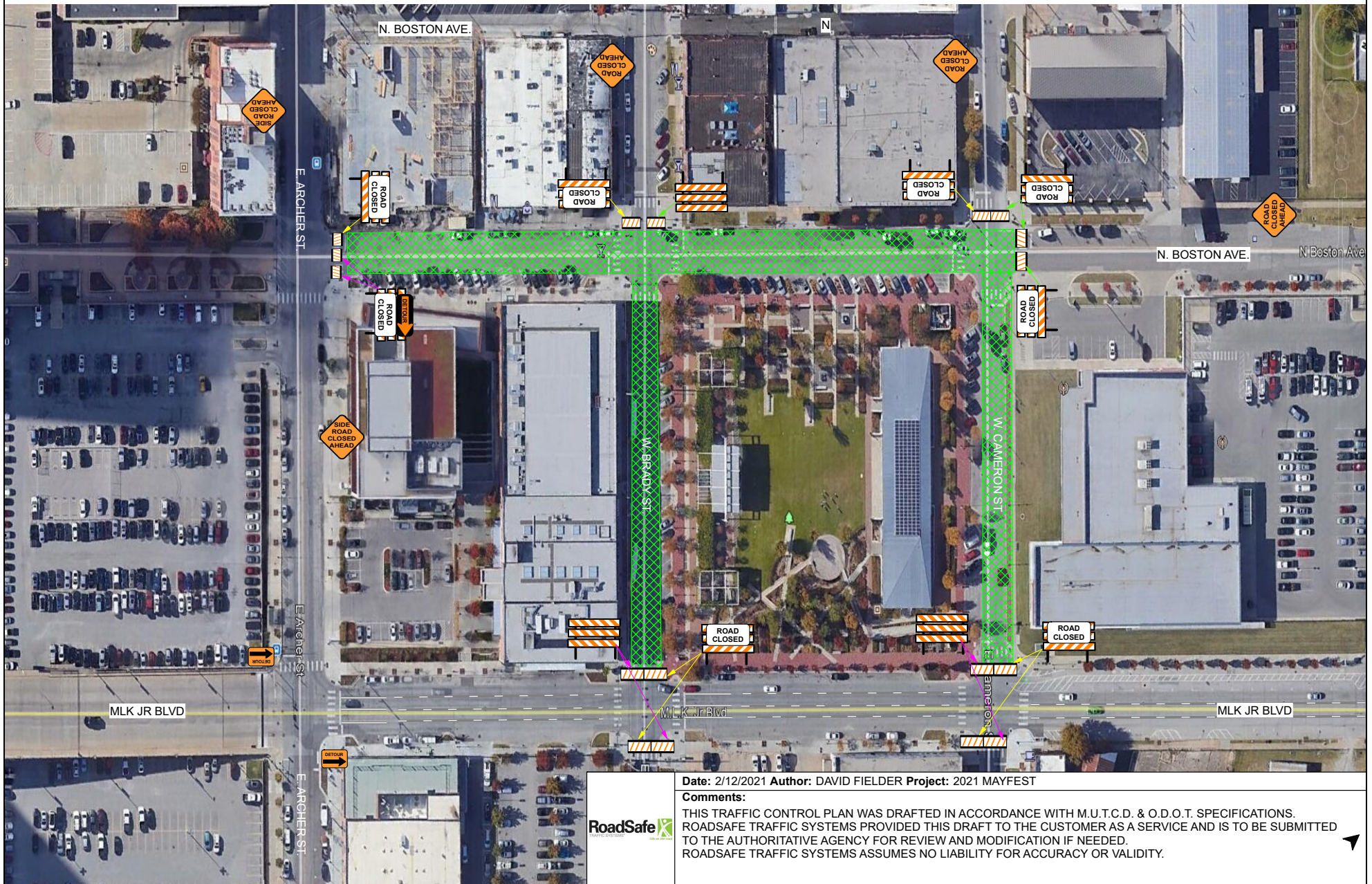


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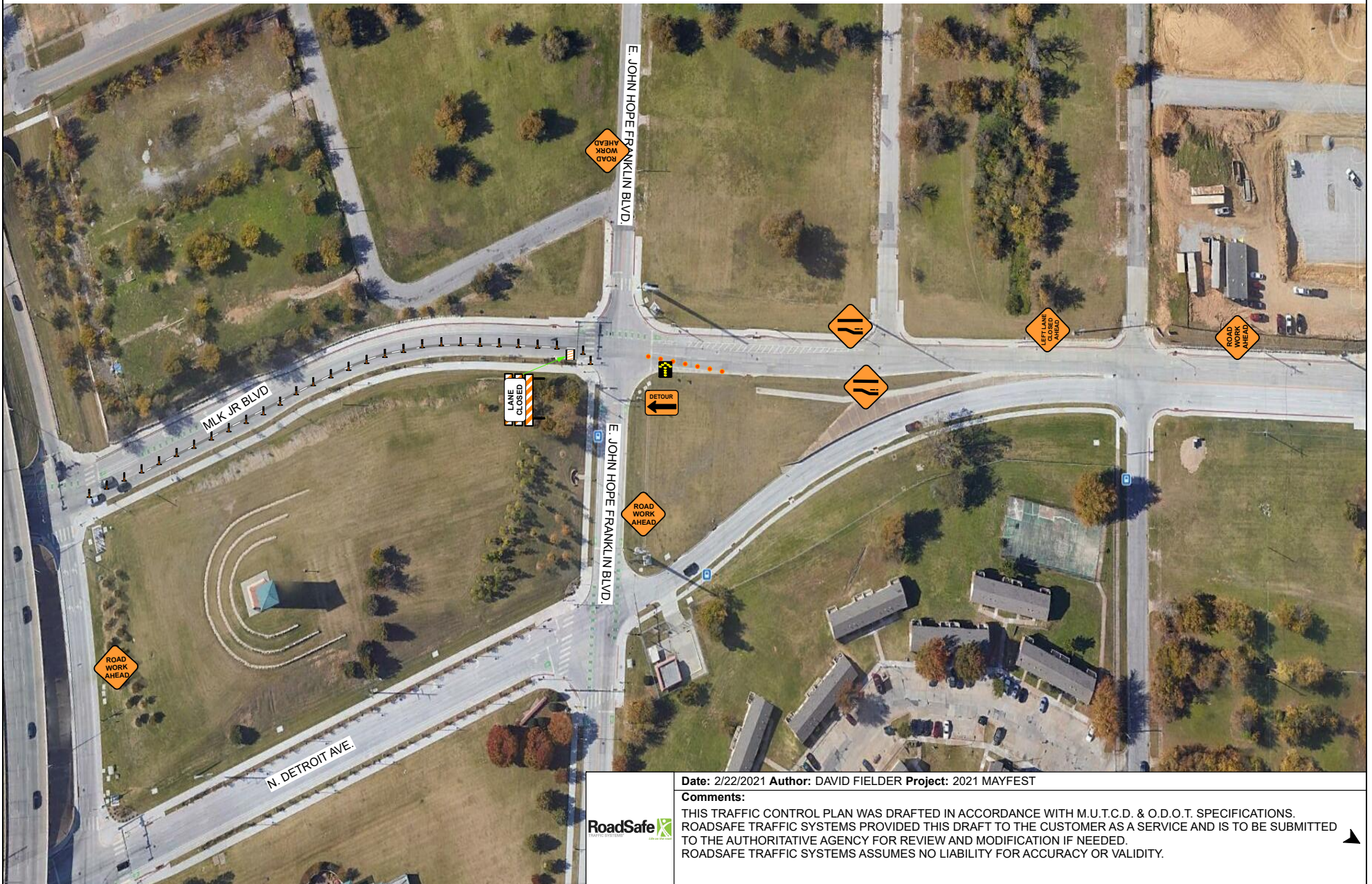












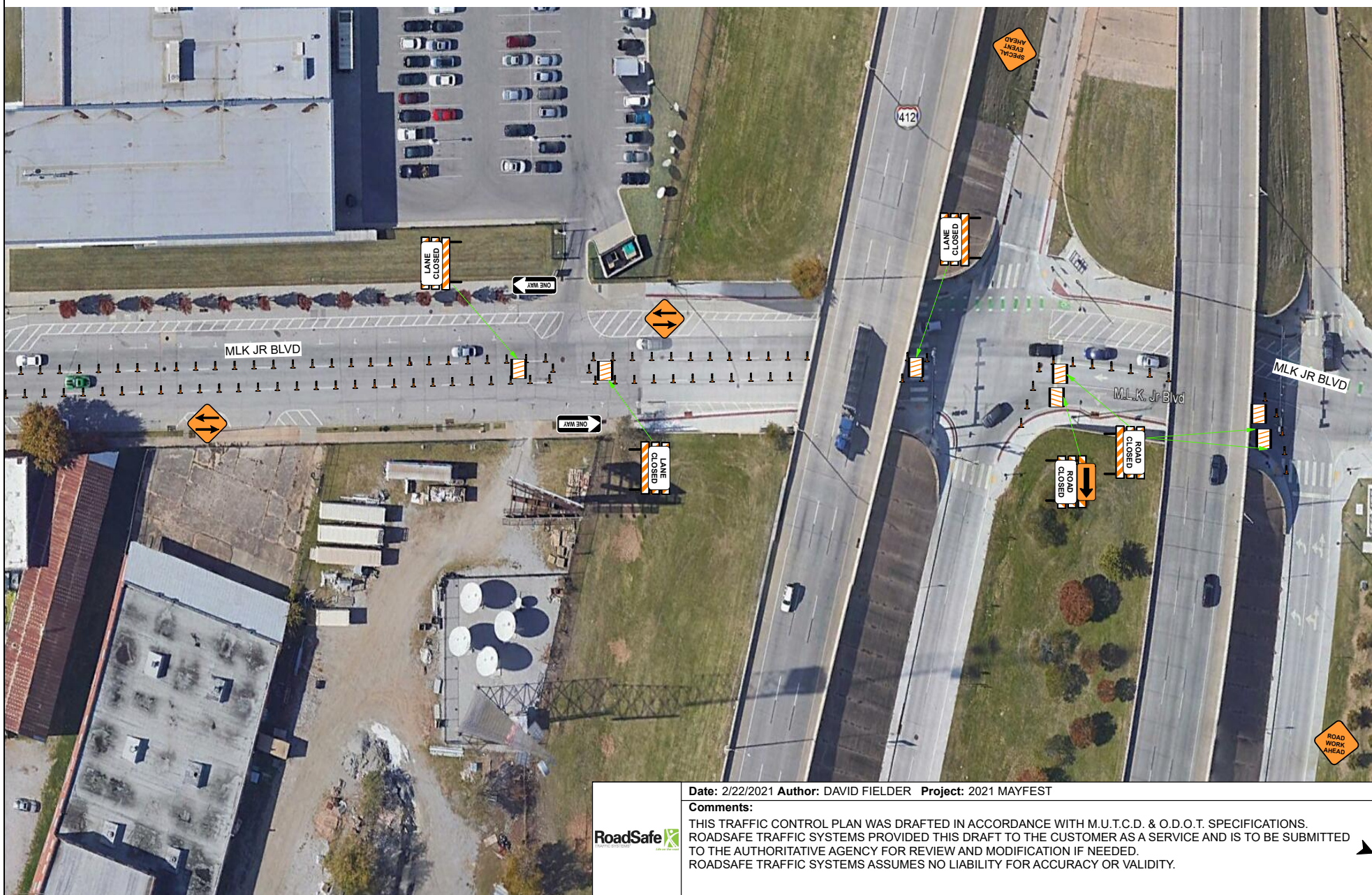
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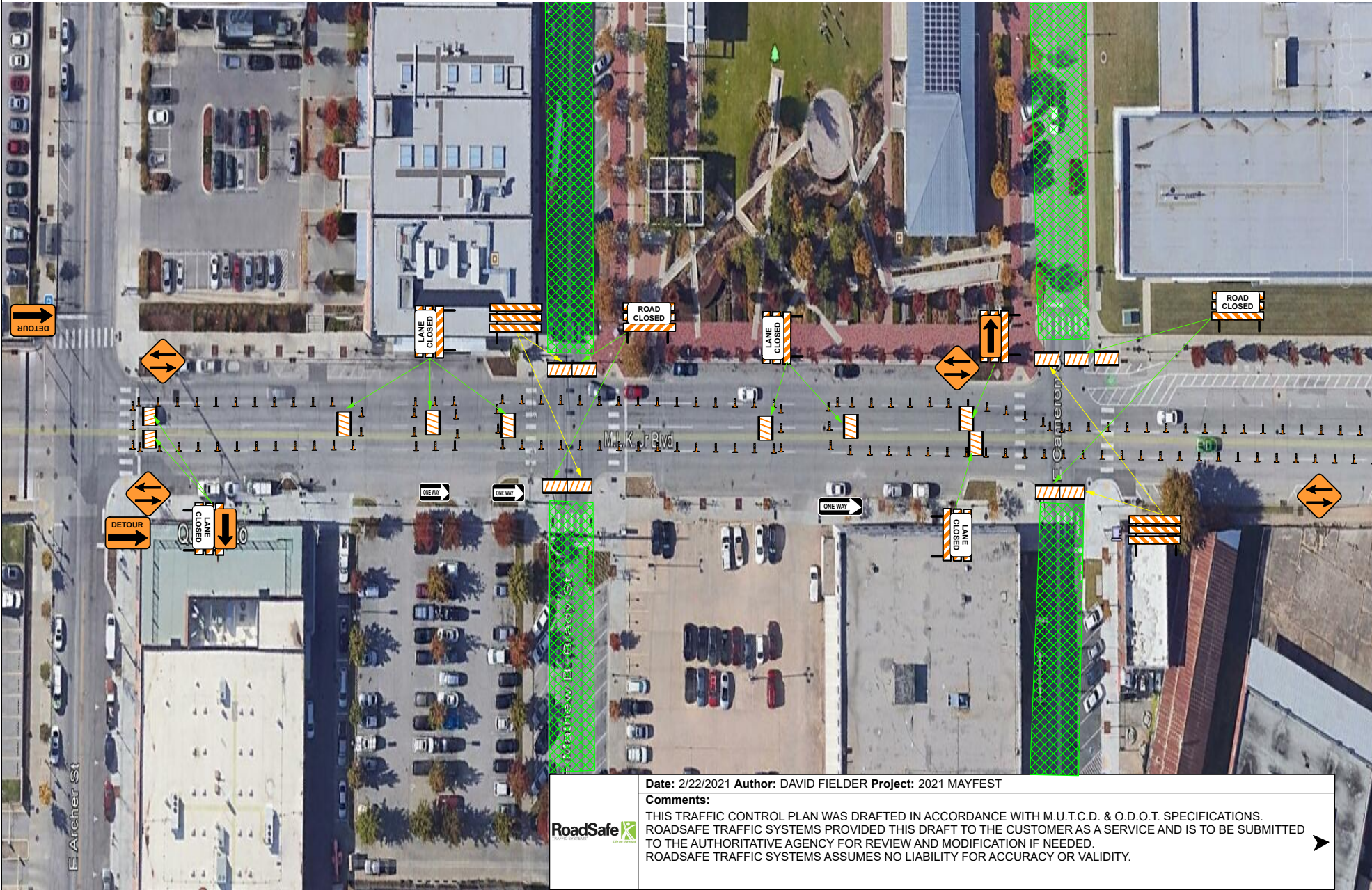
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