



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Tulsa Mayfest 2023

Date(s) of Event: May 12-14, 2023

Location Address: Start: 110 N Elgin Ave
End: 201 N Main St

Council District(s): 1

Event Description: Annual fine arts festival celebrating 50 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, Open Flame, Public Park, Lane Closure, Live Entertainment, Food Sales, Merchandise Sales, No Parking Signage, Private Property, Street Closure

Anticipated Attendance: Total: 150000

Per Day: 50000

Anticipated Participants: Total: 480

Per Day: 160

Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: RumbleDrum

Website: <https://www.rumbledrum.com/> - <https://www.tulsamayfest.org/>

Chief Officer of Host Organization: Todd Wade

Email and Phone: mayfest@utulsa.edu 918-899-0123

Applicant Name: Todd Wade

Email and Phone: mayfest@utulsa.edu 918-899-0123

Professional Event Organizer:

Email and Phone:

On-site Contact: Todd Wade

Mobile: 918-899-0123

Billing Contact: RumbleDrum

Phone: 918-899-0123

Billing Address: 624 S BOSTON AVE E 1030
Tulsa, OK 74119

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 05/10/2023 Time: 6 pm
Street Closure for Event Setup: Date: 05/10/2023 Time: 6 pm
Street(s) to be Closed for Event Setup: See TCP. May include Message Boards or Static Signs on I-244
Reconciliation Way from Main St to Elgin Ave
Cameron St from Boston Ave to MLK Jr Blvd
Boston Ave from Archer St to Cameron St
MLK Jr Blvd from Archer St to Cameron St
Detroit Ave from Archer St to Cameron St
Elgin Ave from Archer St to Parking lot behind Elgin Park (north of
Cameron St)

Event Start: Date: 05/12/2023 Time: 11 am
Street Closure for Event Start: Date: 05/10/2023 Time: 6 pm
Street(s) to be Closed for Event Start: See TCP. May include Message Boards or Static Signs on I-244
Reconciliation Way from Main St to Elgin Ave
Cameron St from Boston Ave to MLK Jr Blvd
Boston Ave from Archer St to Cameron St
MLK Jr Blvd from Archer St to Cameron St
Detroit Ave from Archer St to Cameron St
Elgin Ave from Archer St to Parking lot behind Elgin Park (north of
Cameron St)

Run, Walk, Parade Start Time: NA
Daily Event Hours: 11 am - 11 pm Friday and Saturday
11 am - 6 pm Sunday

Event End: Date: 05/14/2023 Time: 6 pm
Street Reopens after Event End: Date: 05/15/2023 Time: 12 am
Event Teardown: Date: 05/14/2023 Time: 6 pm
Street Reopens after Event Teardown: Date: 05/15/2023 Time: 12 am

Secondary Permits Required

Beer Sales, Alcohol Sales: Free Beer, Free Wine, Wine Sales, Beer Sales
Number of Food Vendors: 14
Number of Food Trucks: 14
Food Cooked on-site: Yes Fuel(s) to be used: Charcoal, Electric, Gas, Wood
Number of Item Vendors: 200 Number of Service Vendors: 0
Number & Sizes of Tents: 100 - 10'x10', 6 - 10'x20', 20 - 20'x20' Provider and Phone: Michelle Mershon, Party Perfect Event Rental + Design (918)-258-RENT (7368)
8542 E 41st St, Tulsa, OK 74145
<http://www.partyperfecteventrental.com>
Number of Inflatables: No 0 Provider and Phone: NA
Number of Amusement Rides: No 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: Yes Contact, Email and Phone: Off Duty TPD Israel Rodriguez (918) 406-5752, rod91@cox.net

Medical and/or First Aid Services: Yes Contact, Email and Phone: EMSA (918) 596-3100

Traffic Control Barricade Company: Yes Contact, Email and Phone: Action Safety Supply (918) 234-8222
C h a r l i e M c L a u g h l i n ,
charlie@actionsafetysupply.com

Equipment Setup: Date: 05/10/2023 Time: 6 pm Equipment Pickup: Date: 05/15/2023 Time: 12 am

Crowd Management Fencing Company: No 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, Valet Service, Ride Share

Transportation Service: Contact, Email and Phone: We will update with full parking, shuttle and valet information as soon as they are contracted.

Sponsor and Other Event Information

Event Sponsor(s): Case and Associates
ONEOK
PSO
Nadel & Gussman Energy
McNellie's
Holbrook Lawson
KOTV
MidFirst Bank
Chapman Trusts
AAON
Arvest Bank
Jim Norton Automotive
OneGas
Webco
OSU Medical
FC Tulsa

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

Drone: Yes

Portable Toilets: Yes Provider and Phone: At Your Service (918) 850-0568
Brett Fuller, brett@aysrentals.com

Total Number of Portable Toilets: 34 Number of ADA Accessible Portable Toilets: 8

Equipment Setup: Date: 05/10/2023 Time: 6 pm

Equipment Pickup: Date: 05/14/2023 Time: 10 pm

Other Event Information: NA

Entertainment and Related Activities

Number of Stages: 2

Number of Performers/Bands: 60

Performer/Band name and music type: All genres of performance including dance troupes

Sound Amplification: Yes

Start Time: 11 am

Finish Time: 11 pm

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

Guthrie Green main stage sound & Ken Lewellen for secondary stage

Sound checks conducted prior to the event: Yes

Start Time: 10 am

Finish Time: 11 am

Hot air balloons, fire lanterns or similar devices used at event: No Describe:

NA

Use of any signs, banners, decorations, or special lighting used at event: Yes Describe:

Stage lights, tent lights, signage and banners with lighting and trusses

Mitigation of Impact

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: 0

Cleanup Service: Yes Provider and Phone: Scott Grizzle (918) 261-6555

Presented Event Concept to:

Residents, Neighborhood Assn, Business Assn, Businesses, Recurring annual event, on agenda for March TADBA and TADOA meetings and obtaining list of neighbors to notify

Affidavit 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

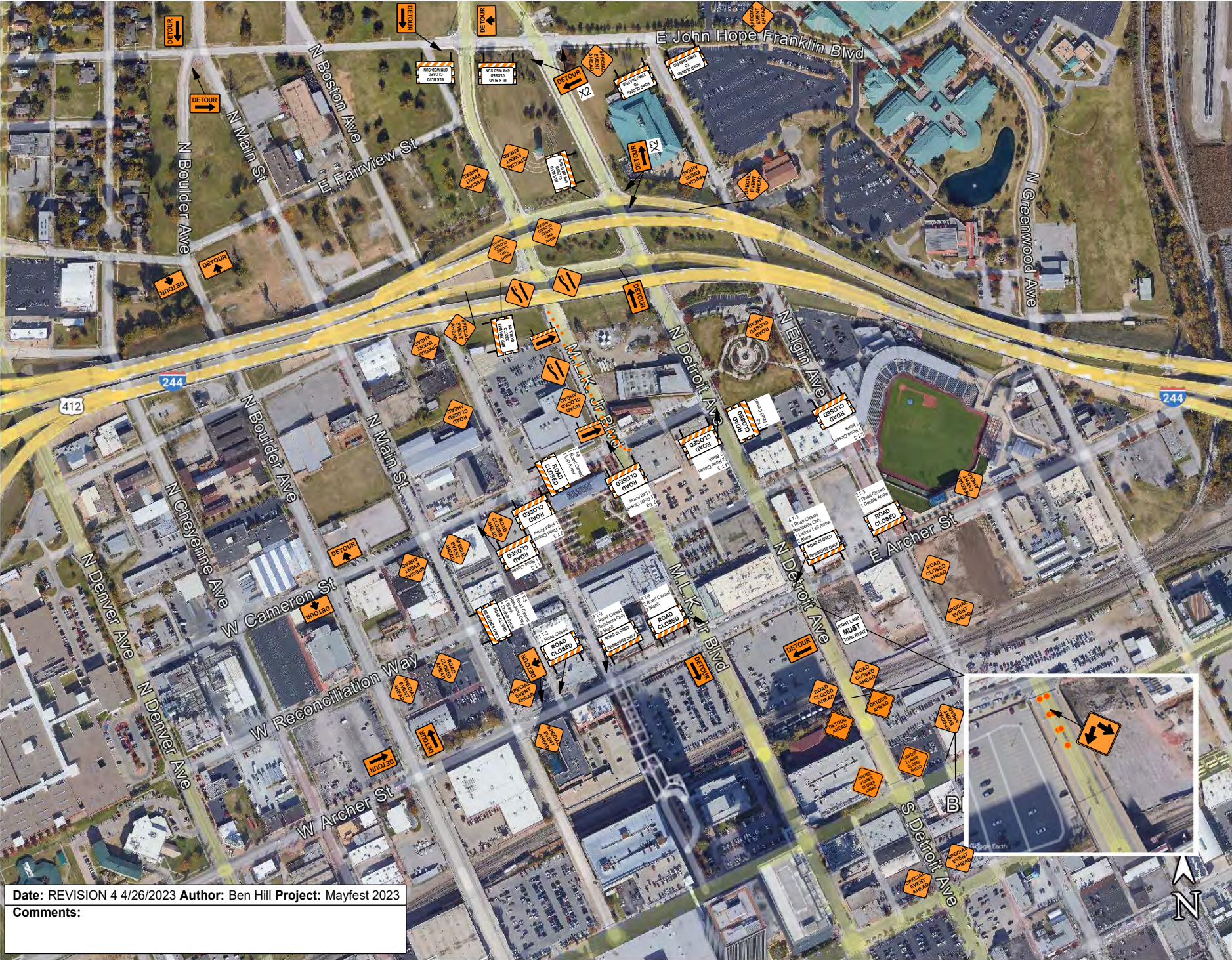
Date received: 03/06/2023 Date routed: 04/26/2023 Date for review: 05/03/2023

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: First TCP and Site maps uploaded 04/03/2023.
Final revised Site map uploaded 04/10/2023. Final revised TCP uploaded 04/26/2023.



Date: REVISION 4 4/26/2023 Author: Ben Hill Project: Mayfest 2023
 Comments:

