



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Tulsa Football Game Date(s) of Event: August 31, 2023

Location Address: Start: 800 S Harvard Ave Council District(s): 4
End: 800 S Delaware Ave

Event Description: Closing off 8th Street on TU campus for tailgating and game day activities for the University of Tulsa Football game vs APB.

Event Category: Street, Lane, or Sidewalk Closure

Event Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Beer/Alcohol Sales, Public Right of Way, Open Flame, Live Entertainment, Food Sales, Fireworks/Pyrotechnics, Merchandise Sales, Street Closure

Anticipated Attendance: Total: 10000 Per Day: 10000

Anticipated Participants: Total: 100 Per Day: 100

Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: UNIVERSITY OF TULSA Website: https://utulsa.edu/

Chief Officer of Host Organization: Hadley Wade

Email and Phone: hrw8908@utulsa.edu 918-693-0763

Applicant Name: Hadley Wade

Email and Phone: hrw8908@utulsa.edu 918-693-0763

Professional Event Organizer:

Email and Phone:

On-site Contact: Hadley Wade Mobile: 918-693-0763

Billing Contact: The University of Tulsa Phone: 918-693-0763

Billing Address: 3105 E 8TH ST S
Tulsa, OK 74104

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 08/30/2023 Time: 7:00pm
Street Closure for Event Setup: Date: 08/31/2023 Time: 6:00am
Street(s) to be Closed for Event Setup: 8th St between Harvard Ave and Delaware Ave
Event Start: Date: 08/31/2023 Time: 7:00pm
Street Closure for Event Start: Date: 08/31/2023 Time: 6:00am
Street(s) to be Closed for Event Start: 8th St between Harvard Ave and Delaware Ave
Run, Walk, Parade Start Time: NA
Daily Event Hours: NA
Event End: Date: 08/31/2023 Time: 11:30pm
Street Reopens after Event End: Date: 09/01/2023 Time: 12:00am
Event Teardown: Date: 08/31/2023 Time: 11:45pm
Street Reopens after Event Teardown: Date: 09/01/2023 Time: 12:00am

Secondary Permits Required

Beer Sales, Alcohol Sales: Free Beer, Free Wine, Wine Sales, Beer Sales
Number of Food Vendors: 0
Number of Food Trucks: 0
Food Cooked on-site: Yes Fuel(s) to be used: Electric
Number of Item Vendors: 0 Number of Service Vendors: 0
Number & Sizes of Tents: 1 - 56X85, 1 - 40X60, 1 - 50X66, 1 - 40X40, Others Provider and Phone: Party Perfect Event Rental (918) 258-7368. See Site Map
Number of Inflatables: Yes 9 Provider and Phone: Jumpin Jiminy (918) 291-5867
Number of Amusement Rides: No 0 Provider and Phone: NA
Use of fireworks, rockets, lasers, or other pyrotechnics: Yes
Provider and Phone: Imperial Fireworks (918) 237-0537 (They will submit permits. Fire Marshall to inspect before display)

Security, Medical, Traffic Control, Crowd Management and Parking Plans

Security and/or Police: Yes Contact, Email and Phone: Richard Lawson (918) 812-7584, rlawson@cityoftulsa.org
Campus Security (918) 631-5555

Medical and/or First Aid Services: Yes Contact, Email and Phone: EMSA - Jessica Suszczynski (918) 596-3027,
jessica.suszczynski@emsa.net

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

Equipment Setup: Date: 08/30/2023 Time: 3:00pm Equipment Pickup: Date: 09/01/2023 Time: 8:00am

Crowd Management Fencing Company: No Contact, Email and Phone: NA

Equipment Setup: Date: Time: n/a Equipment Pickup: Date: Time: n/a

Parking Type: ADA parking available, Paved Lot

Transportation Service: Shuttle Service

Transportation Service: Contact, Email and Phone: 918 Shuttles - Patrick Box (918) 231-3639,
patrick@918shuttle.com
Fine Airport Parking Shuttles - Quentin Hope (713) 641-1438,
quentin@fineairportparking.com

Sponsor and Other Event Information

Event Sponsor(s): The University of Tulsa

Park: No Name of Park and Location: NA

Drone: Yes

Portable Toilets: Yes Provider and Phone: Porta John of Tulsa (918) 836-8657

Total Number of Portable Toilets: 10 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 08/30/2023 Time: 5:00pm

Equipment Pickup: Date: 09/01/2023 Time: 8:00am

Other Event Information: TPD Special Events Unit (918) 586-6054:
TPD will escort football teams on gameday from hotels to campus & from campus to Tulsa
International Airport.
TPD will enforce neighborhood "No Parking" signs & no yard (grass) parking including
notifying WIN (918) 596-7090, if residents are selling parking spots on yards/driveways.
TPD will also provide 4 crosswalk officers/police units. 1 on north side of 8th St & Harvard
Ave, 1 on south side of 8th St & Harvard Ave, 1 on between 11th St & Gary Ave/S
Florence Pl, & 1 on 11th St & S College Ave
August 31st Inflatables/Activations
DragonFly - 36 ft Diameter
Wrecking Ball - 20x15
Tubs of Fun - 30x34x12
Extreme Air Euro Bungee - 30x15
Jacob's Ladder - 20x15
Rockwall - 24 ft Tall
Toxic Run - 95x11x16
Bungee Basketball - 30x12x8
Wild One - 58x25x21

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 1

Performer/Band name and music type: Tony Mason. Jazz.

Sound Amplification: Yes

Start Time: 11am

Finish Time: 11pm

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

Standard stage equipment and athletic game stadium sound.

Sound checks conducted prior to the event: Yes

Start Time: 11am

Finish Time: 12pm

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:

Feather signs to show where parking lots and shuttle stops are. All are on TU private property.

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: 50 poly carts distributed across chapman stadium. 30 brute. 50 gallon trash.

Number of Trash Receptacles: 80

Number of Dumpsters: 2

Number of Recycling Containers: 20

Cleanup Service: Yes Provider and Phone: Roark Landscape (918) 269-4952

Presented Event Concept to:

TU Website

If not presented, please explain:

NA

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: 08/17/2023 Date routed: 08/22/2023 Date for review: 08/30/2023

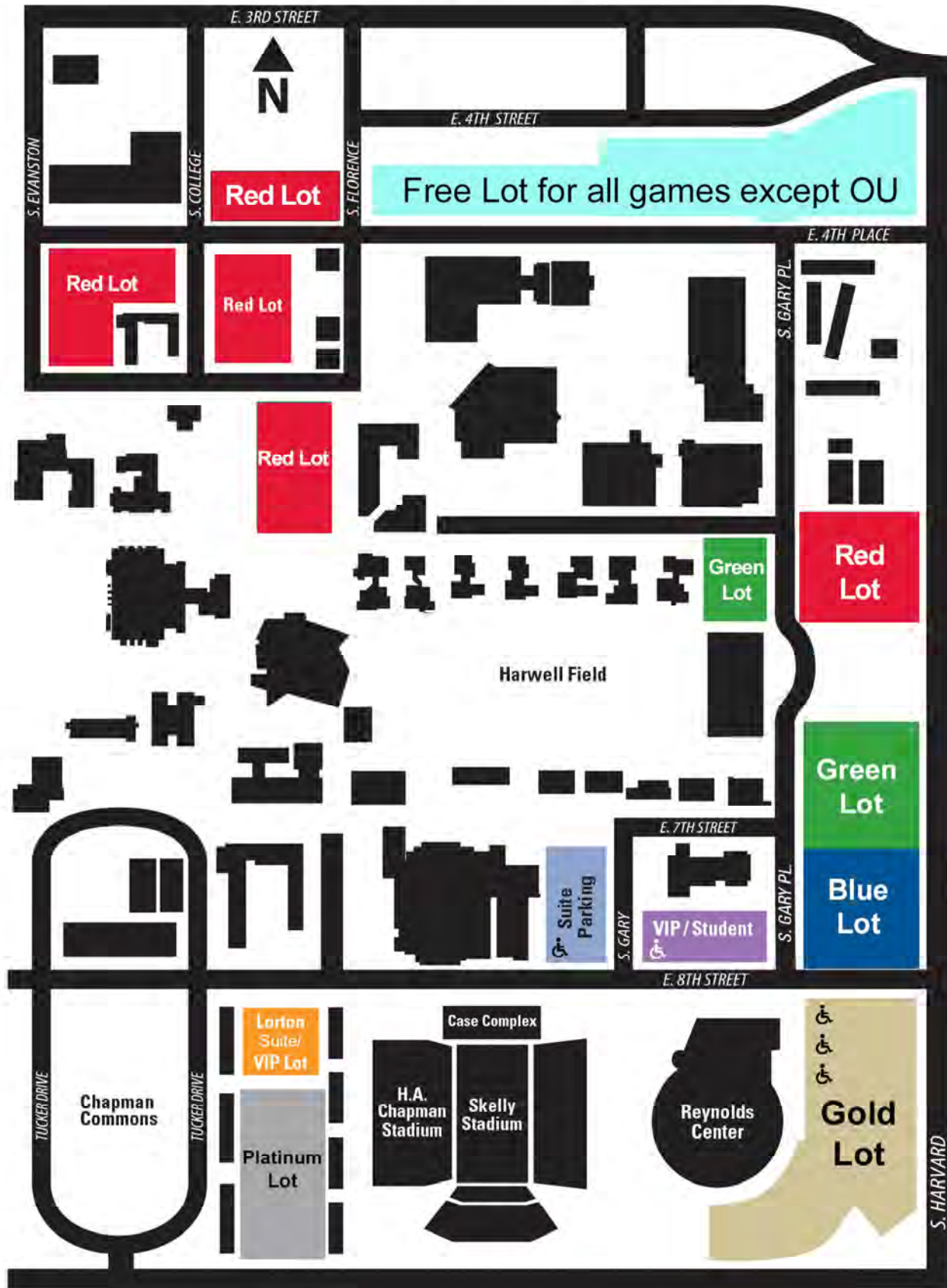
Special Events Committee Recommendation: _____ Yes No _____

Date routed to Mayor: _____ Mayor's Recommendation: Yes No _____

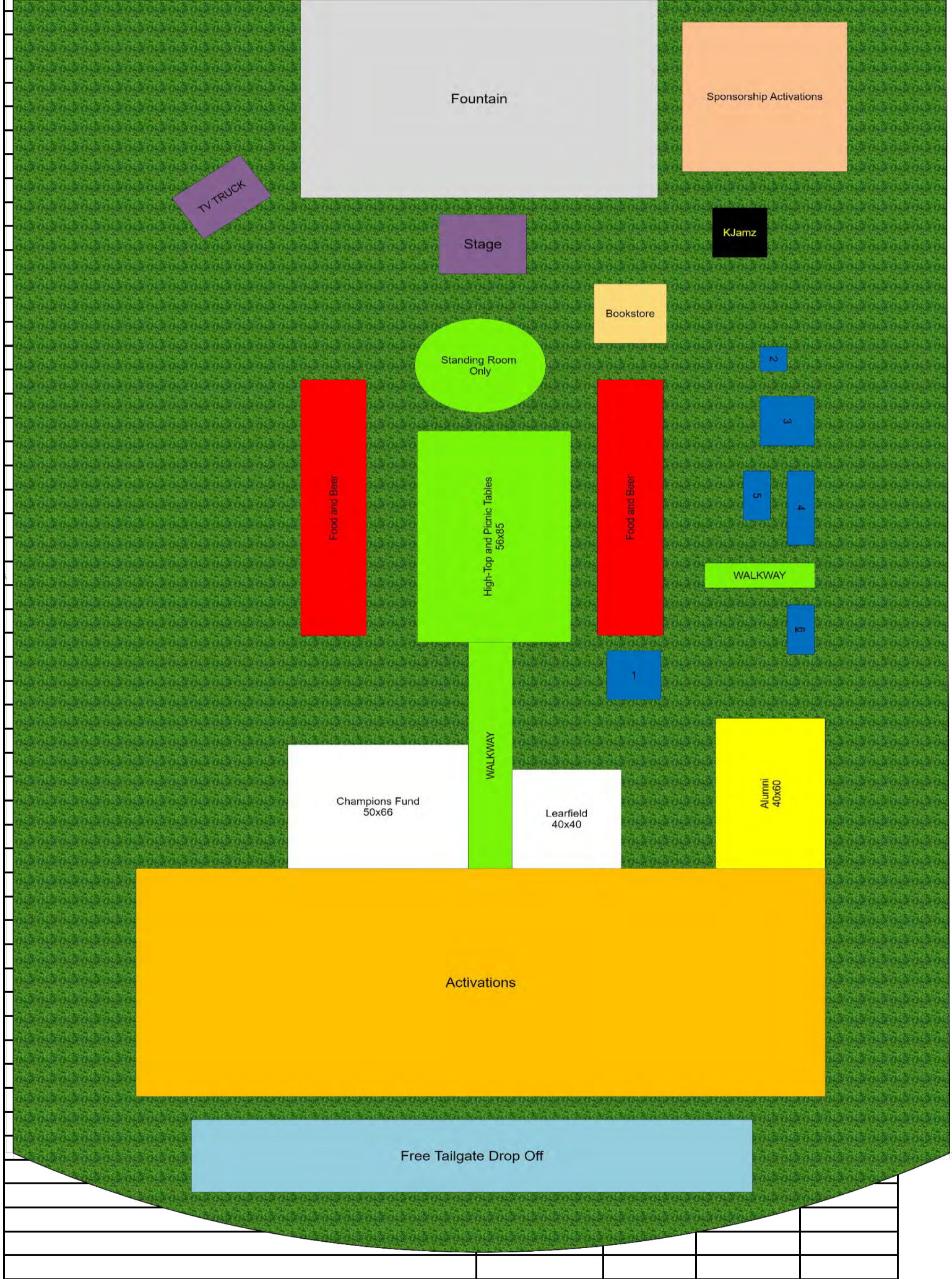
Date routed to Council: _____ City Council Approval: Yes No _____

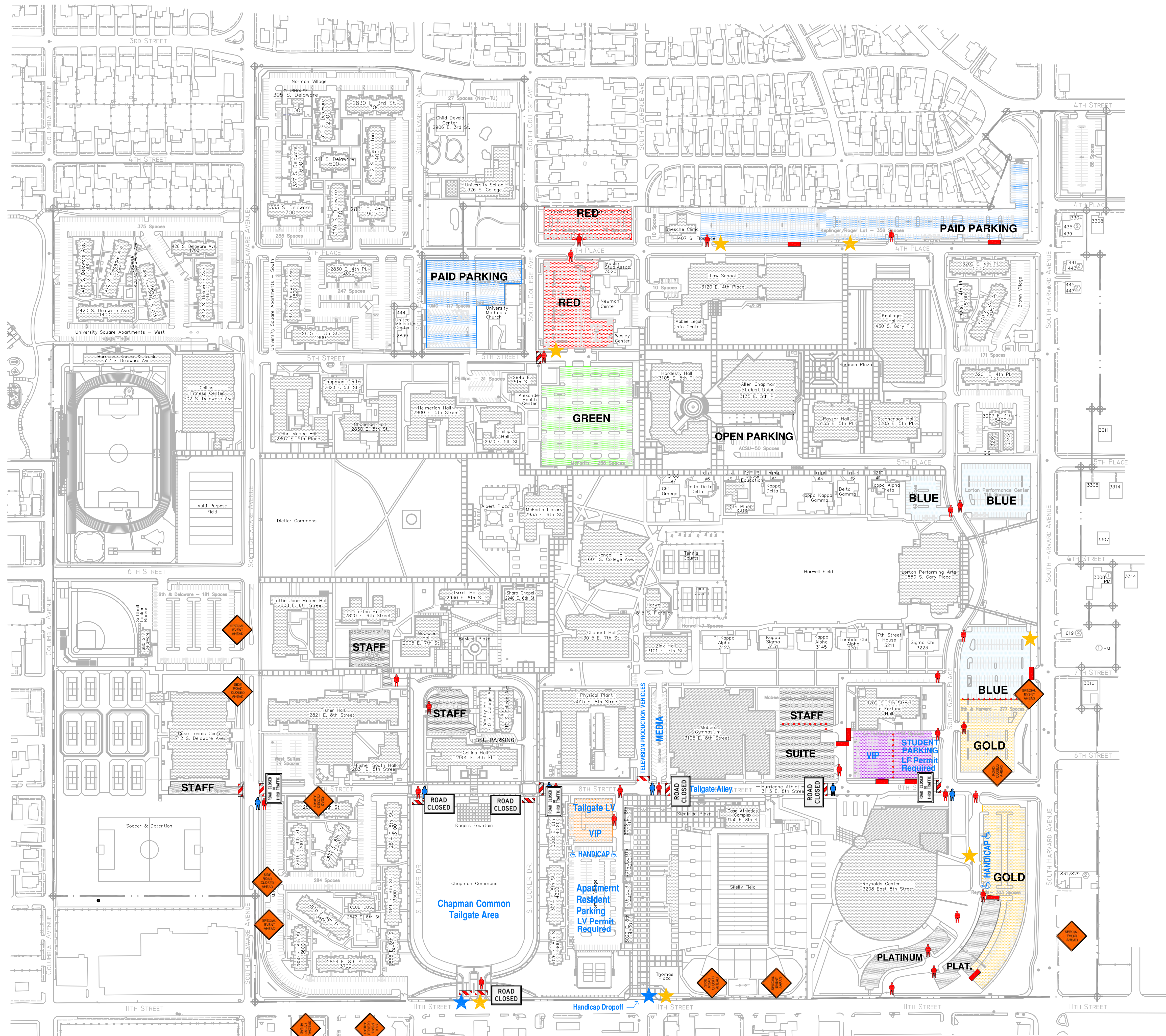
Date Permit Issued: _____ Comments: SEC meeting 08/30/2023. Mayor agenda
08/30/2023. City Council agenda 08/30/2023. Partial fees outstanding 08/22/2023.

PARKING MAP



Name/Org	Tent location	# of Tents	# of Tables	# of Chairs
Lemonaide Project/Katie Murray	1	4	2	2
Kappa Kappa Gamma/Catherine Dooley	2	1	2	12
CFO Office/Eric Schick	3	4	6	36
Collins College of Business/Charity Barton, Kathy Taylor	4	3	3	18
Presidents Office/Jen Bennett	5	2	2	12
Admissions/ Heather Lyon, Jessica Wells	6	2	2	12





LEGEND:

-  BLOCKED ENTRY
-  BARRICADE(S)
-  CONE LINE
-  PARKING ATTENDANT
-  OFFICER
-  SHUTTLE PICK UP/DROP OFF
-  POST GAME PICK UP
-  SPECIAL EVENT AHEAD
-  SIDE ROAD CLOSED AHEAD
-  ROAD CLOSED AHEAD
-  ROAD CLOSED
-  ROAD CLOSED TO THRU TRAFFIC

