



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### **Summary of Event**

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Name of Event: High Park AttendanceDate(s) of Event: December 1 - 31, 2023Location Address: Start: 2950 S John Williams Way  
End: 2950 S John Williams WayCouncil District(s): 4Event Description: High park attendance which would fill the main parking lot and impact traffic into and out of the part, as well as on Riverside Drive by the Gathering Place.**Event Category:** Street, Lane, or Sidewalk Closure**Event Includes:** Public Right of Way, Lane ClosureAnticipated Attendance: Total: 100000Per Day: 12000Anticipated Participants: Total: 100000Per Day: 12000

Number of Events for Monthly Event: No

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

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Host Organization: Gathering Place - GGP ParksWebsite: <https://www.gatheringplace.org/>Chief Officer of Host Organization: Julio BadinEmail and Phone: [jbadin@gatheringplace.org](mailto:jbadin@gatheringplace.org) 714-585-0858Applicant Name: Julie FriedelEmail and Phone: [jfriedel@gatheringplace.org](mailto:jfriedel@gatheringplace.org) 918-647-6241

Professional Event Organizer:

Email and Phone:

On-site Contact: Julie FriedelMobile: 918-600-8516Billing Contact: Gathering PlacePhone: 918-647-6241Billing Address: 2650 S JOHN WILLIAMS WAY E  
Tulsa, OK 74114

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

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**Event Setup:** Date: 12/01/2023 Time: 9:00am  
Street Closure for Event Setup: Date: 12/01/2023 Time: 9:00am  
Street(s) to be Closed for Event Setup: Southbound left turn lane at the intersection of Riverside Drive and John Williams Way

**Event Start:** Date: 12/01/2023 Time: 9:00am  
Street Closure for Event Start: Date: 12/01/2023 Time: 9:00am  
Street(s) to be Closed for Event Start: Southbound left turn lane at the intersection of Riverside Drive and John Williams Way

Run, Walk, Parade Start Time: NA  
Daily Event Hours: 9:00am until 9:00pm

**Event End:** Date: 12/31/2023 Time: 9:00pm  
Street Reopens after Event End: Date: 12/31/2023 Time: 9:00pm

**Event Teardown:** Date: 12/31/2023 Time: 9:00pm  
Street Reopens after Event Teardown: Date: 12/31/2023 Time: 9:00pm

## ***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 & Sizes of Tents: 0 Provider and Phone: NA  
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**

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Security and/or Police: Yes Contact, Email and Phone: Security: Julie Friedel (918) 600-8516, [jfriedel@gatheringplace.org](mailto:jfriedel@gatheringplace.org)  
Police: Jack Hoehner (918) 527-0025, [jhoehner@cityoftulsa.org](mailto:jhoehner@cityoftulsa.org)

Medical and/or First Aid Services: No Contact, Email and Phone: NA

Traffic Control Barricade Company: No Contact, Email and Phone: NA

Equipment Setup: Date: \_\_\_\_\_ Time: \_\_\_\_\_ Equipment Pickup: Date: \_\_\_\_\_ Time: \_\_\_\_\_

Crowd Management Fencing Company: No 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**

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Event Sponsor(s): Gathering Place, Tulsa

Park: Yes Name of Park and Location: Gathering Place, 2950 S John Williams Way

Drone: No

Portable Toilets: No 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 Event Information: See Map

**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:

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: No Describe:

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: Cleanup and Removal will be done by Gathering Place

Number of Trash Receptacles: 0

Number of Dumpsters: 0

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone: NA

Presented Event Concept to:

If not presented, please explain:

No Street Closure

**Affidavit 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: 11/21/2023      Date routed: 11/21/2023      Date for review: 11/29/2023

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 12/06/2023

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Turn lane closure  
during lot  
intermittant  
closures



SB Riverside Drive

NB Riverside Dr

John Williams Way E

Gathering Place

