



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: The University of Tulsa Events

Date(s) of Event: March 9, 19, 2024

Location Address: Start: 1100 S Gary Ave  
End: 600 S Columbia Ave

Council District(s): 4

Event Description: 3/9/24 - Basketball Game - TU has requested the presence of a Special Events Officer to work the crosswalk at 11th St. (between Chapman Stadium & Reynold's Center) men's games for the 2023-2024 basketball season.

3/19/24 - Softball Game (TU vs. OSU ) - Street, Lane or Sidewalk Closure - adding 4 food trucks to provide enough food for patrons. Food trucks would park on the curb closest to the stadium and fans would order from the curb to provide a safe environment for them and not have to cross a street. (See "Other Information" section.)

Other potential monthly events subject to change.

**Event Category:** Athletic/Recreation

**Event Includes:** Amplified Sound, Public Right of Way, Lane Closure, Food Sales, Sidewalk Closure, Private Property, Street Closure

Anticipated Attendance: Total: 2000

Per Day: 1000

Anticipated Participants: Total: 2000

Per Day: 1000

Number of Events for Monthly Event: Yes 2

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

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Host Organization: UNIVERSITY OF TULSA

Website: https://utulsa.edu/

Chief Officer of Host Organization: Adam Birchall

Email and Phone: adam-birchall@utulsa.edu 918-625-8431

Applicant Name: Laura Lewis

Email and Phone: la19024@utulsa.edu 918-631-2642

Professional Event Organizer:

Email and Phone:

On-site Contact: Adam Birchall

Mobile: 918-625-8431

Billing Contact: The University of Tulsa

Phone: 918-631-2642

Billing Address: 2905 E 7th McClure Hall #104 McClure Hall #104  
Tulsa, OK 74104

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

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**Event Setup:** Date: 03/19/2024 Time: 2:00 p.m.  
Street Closure for Event Setup: Date: 03/19/2024 Time: 2:00 p.m.  
Street(s) to be Closed for Event Setup: East curb lane of Columbia Ave. between 6th and 7th St. (Lane closure on the curb closest to Tulsa Softball Stadium).

**Event Start:** Date: 03/19/2024 Time: 4:00 p.m.  
Street Closure for Event Start: Date: 03/19/2024 Time: 2:00 p.m.  
Street(s) to be Closed for Event Start: East curb lane of Columbia Ave. between 6th and 7th St. (Lane closure on the curb closest to Tulsa Softball Stadium).

Run, Walk, Parade Start Time: N/A  
Daily Event Hours: See Schedule

**Event End:** Date: 03/19/2024 Time: 7:00 p.m.  
Street Reopens after Event End: Date: 03/19/2024 Time: 7:00 p.m.

**Event Teardown:** Date: 03/19/2024 Time: 7:00 p.m.  
Street Reopens after Event Teardown: Date: 03/19/2024 Time: 7:00 p.m.

## **Secondary Permits Required**

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Beer Sales, Alcohol Sales: Not Applicable  
Number of Food Vendors: 0  
Number of Food Trucks: 4  
Food Cooked on-site: Yes Fuel(s) to be used: Electric, Gas  
Number of Item Vendors: 0 Number of Service Vendors: 0  
Number & Sizes of Tents: N/A Provider and Phone: N/A  
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: N/A

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

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Security and/or Police: Yes Contact, Email and Phone: Tulsa Campus Security (918) 631-5555

Medical and/or First Aid Services: Yes Contact, Email and Phone: EMSA - Adam Paluka (918) 345-0081, palukaa@emsa.net

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

Equipment Setup: Date: 03/19/2024 Time: TBD Equipment Pickup: Date: 03/20/2024 Time: TBD

Crowd Management Fencing Company: Yes Contact, Email and Phone: Owasso Fencing (918) 272-5555

Equipment Setup: Date: 03/19/2024 Time: TBD Equipment Pickup: Date: 03/20/2024 Time: TBD

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

Transportation Service: No service

Transportation Service: Contact, Email and Phone: N/A

## **Sponsor and Other Event Information**

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Event Sponsor(s): The University of Tulsa

Park: No Name of Park and Location: N/A

Drone: No

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

Total Number of Portable Toilets: 8 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 03/18/2024 Time: TBD

Equipment Pickup: Date: 03/20/2024 Time: TBD

Other Event Information: See Maps

**Entertainment and Related Activities**

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Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: N/A

Sound Amplification: Yes

Start Time: 4:00 p.m.

Finish Time: 7:00 p.m.

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

Small sound system playing music during game and PA System.

Sound checks conducted prior to the event: Yes

Start Time: 3:00 p.m.

Finish Time: 4:00 p.m.

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

N/A

Use of any signs, banners, decorations, or special lighting used at event: No Describe:

N/A

**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: Roark Landscaping will handle cleanup of facility after event.

Number of Trash Receptacles: 12

Number of Dumpsters: 1

Number of Recycling Containers: 12

Cleanup Service: Yes Provider and Phone: Roark Landscaping (918) 549-1815

Presented Event Concept to:

Schools

If not presented, please explain:

N/A

**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: 02/09/2024      Date routed: 02/13/2024      Date for review: 03/06/2024

Special Events Committee Recommendation: \_\_\_\_\_      Yes  No  \_\_\_\_\_

Date routed to Mayor: \_\_\_\_\_      Mayor's Recommendation: Yes  No  \_\_\_\_\_

Date routed to Council: \_\_\_\_\_      City Council Approval: Yes  No  \_\_\_\_\_

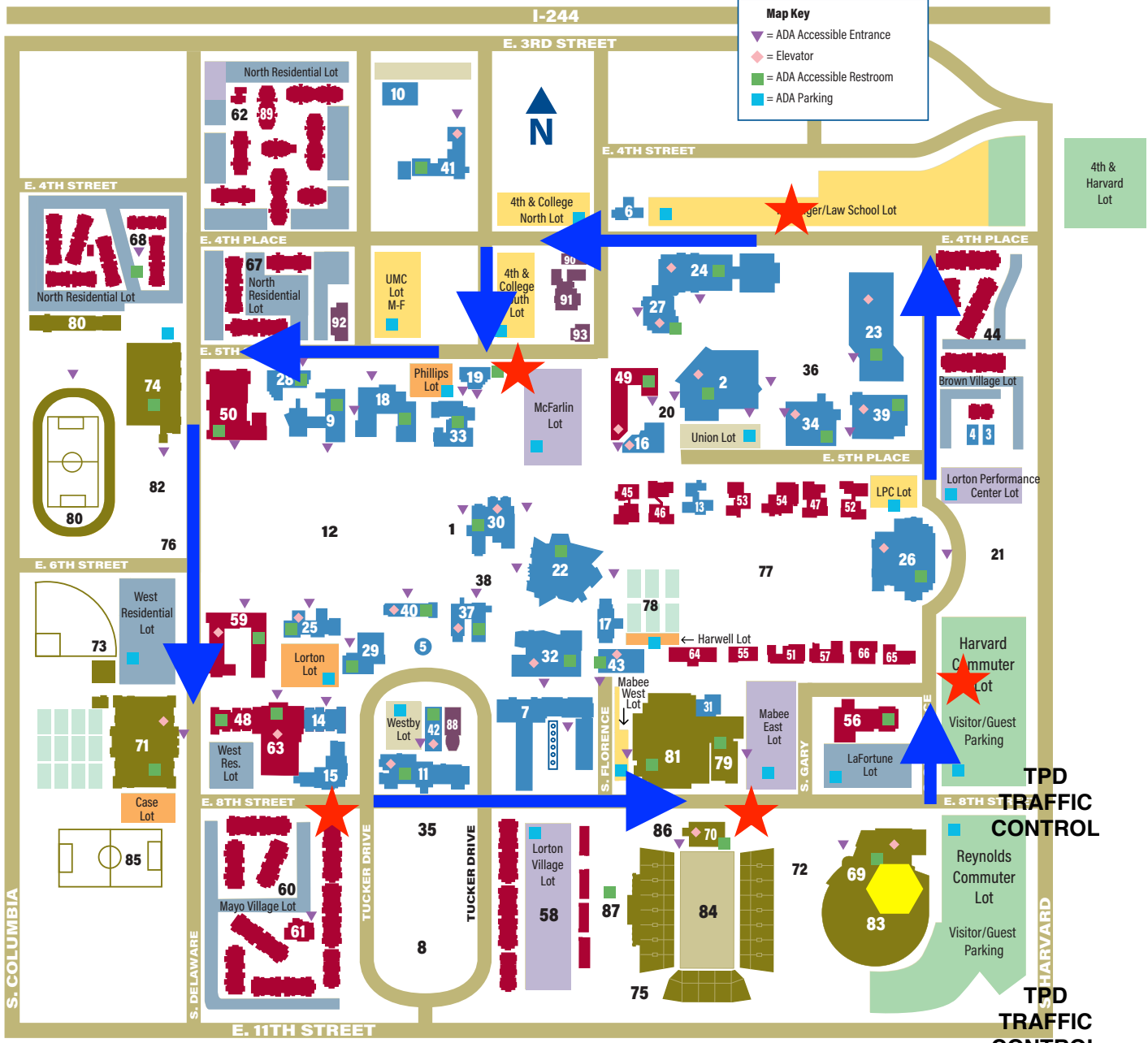
Date Permit Issued: \_\_\_\_\_      Comments: SEC meeting 02/21/2024. Mayor agenda 02/28/2024. City Council agenda 03/06/2024.

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North Residential Lot - Westpark Apts 4th and Lewis



### TU MAIN CAMPUS

- Albert Plaza
- Allen Chapman Student Union
- Annex East
- Annex West
- Bayless Plaza
- Boesche Legal Clinic
- Central Plant
- Chapman Commons
- Chapman Hall
- Child Development Center
- Collins Hall/Shaw Alumni Center
- Dietler Commons
- Fifth Place House
- Fisher Hall East
- Fisher Hall South
- Hardesty Hall/Holmes Student Center
- Harwell Hall
- Helmerich Hall
- Hurricane Health Center
- Hurricane Plaza
- Jackson Commons

- Kendall Hall
- Keplinger Hall
- Law School
- Lorton Hall
- Lorton Performance Center
- Mabee Legal Information Center
- Mary K. Chapman Center
- McClure Hall
- McFarlin Library
- Music Annex
- Oliphant Hall
- Phillips Hall
- Rayzor Hall
- Rogers Fountain
- Samson Plaza
- Sharp Memorial Chapel
- Sharp Plaza
- Stephenson Hall
- Tyrrrell Hall
- University School
- Westby Hall
- Zink Hall

### HOUSING AND DINING

- Brown Village Apartments
- Chi Omega Sorority
- Delta Delta Delta Sorority
- Delta Gamma Sorority
- Fisher Suites
- Hardesty Hall
- John Mabee Hall
- Kappa Alpha Fraternity
- Kappa Alpha Theta Sorority
- Kappa Delta Sorority
- Kappa Kappa Gamma Sorority
- Kappa Sigma Fraternity
- LaFortune House
- Lambda Chi Alpha Fraternity
- Lorton Village Apartments
- Lottie Jane Mabee Hall
- Mayo Village Apartments
- Mayo Village Student Activities Center
- Norman Village Apartments & Clubhouse

- Pat Case Dining Center
- Pi Kappa Alpha Fraternity
- Sigma Chi Fraternity
- Sigma Nu Fraternity
- University Square Apartments - South
- University Square Apartments - West

### ATHLETIC FACILITIES

- Athletic Ticket Office
- Case Athletic Complex
- Case Tennis Center
- Chapman Plaza
- Collins Family Softball Complex
- Collins Fitness Center
- H.A. Chapman Stadium
- Hardesty Sports & Recreation Complex
- Harwell Field

- Harwell Tennis Courts
- Hurricane Athletic Building
- Hurricane Track/Soccer Stadium
- Mabee Gym/Athletics
- Multi-Purpose Field
- Reynolds Center
- Skelly Field
- Soccer Practice Field
- Siegfried Plaza
- Thomas Plaza

### CAMPUS MINISTRIES

- Baptist Student Center
- Hillel House
- Muslim Student Association Prayer House
- Newman Center
- United Ministries Center
- Wesley Foundation



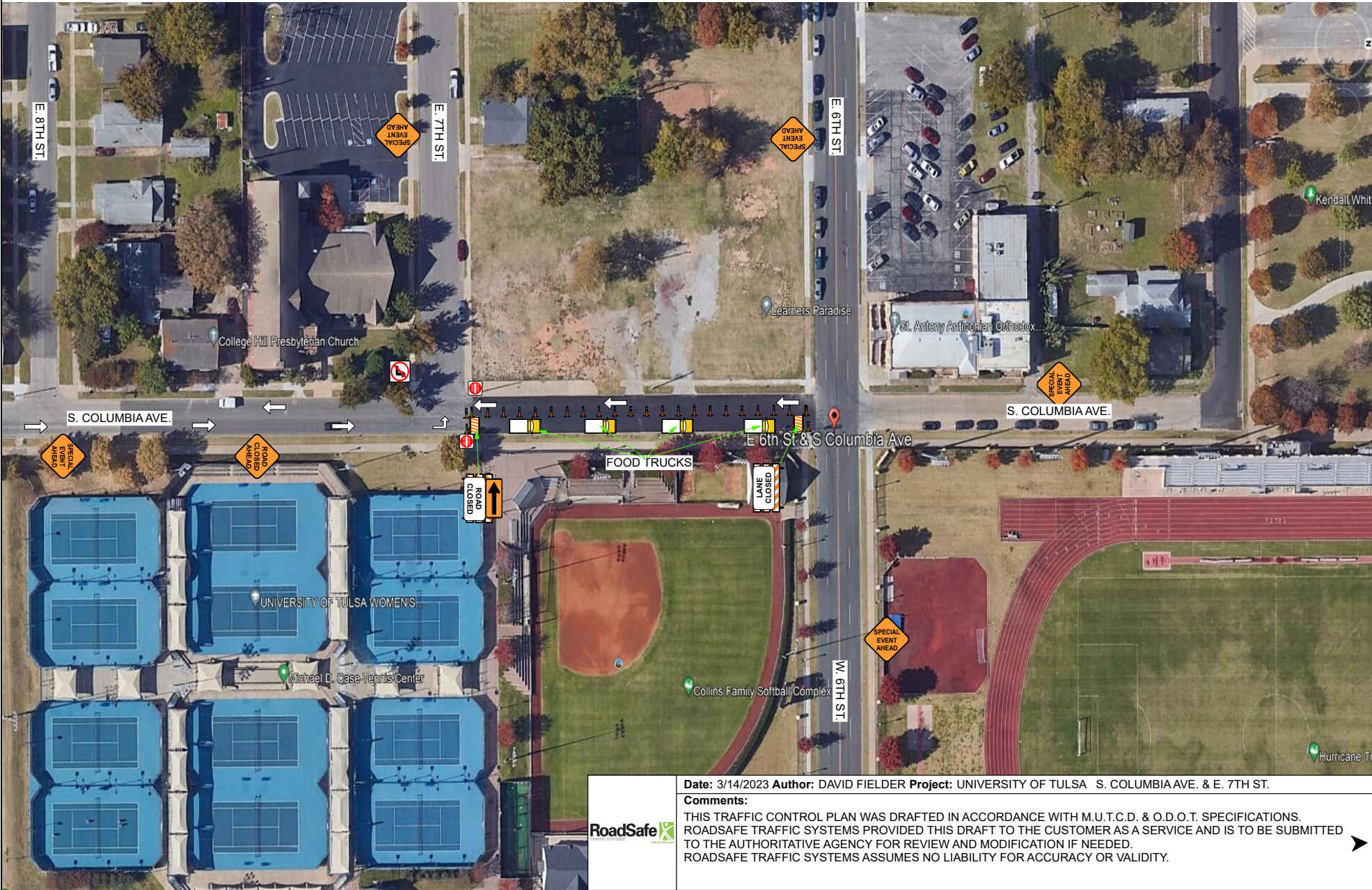
Shuttle Drop Off / Pick Up



Event Venue



Shuttle Path of Travel



Date: 3/14/2023 Author: DAVID FIELDER Project: UNIVERSITY OF TULSA S. COLUMBIA AVE. & E. 7TH ST.

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.



