



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: Tim McGraw Street Party Date(s) of Event: April 13, 2024

Location Address: Start: 300 S Denver Ave Council District(s): 1, 4  
End: 300 S Frisco Ave

Event Description: Street party before the Tim McGraw concert inside the BOK Center

Event Category: Street/Block Party

Event Includes: Amplified Sound, Tent/Canopy, Beer/Alcohol Sales, Public Right of Way, Lane Closure, Live Entertainment, Food Sales, Street Closure

Anticipated Attendance: Total: 1500 Per Day: 1500

Anticipated Participants: Total: 1500 Per Day: 1500

Number of Events for Monthly Event: No

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

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Host Organization: BOK Center - OVG Tulsa Website: www.bokcenter.com

Chief Officer of Host Organization: Keller Taylor

Email and Phone: keller.taylor@oakviewgroup.com 970-518-5131

Applicant Name: Victoria Pittman

Email and Phone: victoria.pittman@oakviewgroup.com 918-404-0104

Professional Event Organizer:

Email and Phone:

On-site Contact: Victoria Pittman Mobile: 918-404-0104

Billing Contact: OVG 360 - BOK Center Phone: 918-404-0104

Billing Address: 200 S DENVER AVE W  
Tulsa, OK 74103

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

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**Event Setup:** Date: 04/12/2024 Time: 8AM  
Street Closure for Event Setup: Date: 04/11/2024 Time: 5PM  
Street(s) to be Closed for Event Setup: 3rd Street between Denver Ave and Frisco Ave  
**Event Start:** Date: 04/13/2024 Time: 5PM  
Street Closure for Event Start: Date: 04/11/2024 Time: 5PM  
Street(s) to be Closed for Event Start: 3rd Street between Denver Ave and Frisco Ave  
Run, Walk, Parade Start Time: NA  
Daily Event Hours: 5 - 8PM  
**Event End:** Date: 04/13/2024 Time: 8PM  
Street Reopens after Event End: Date: 04/16/2024 Time: 5PM  
**Event Teardown:** Date: 04/14/2024 Time: 8AM  
Street Reopens after Event Teardown: Date: 04/16/2024 Time: 5PM

## **Secondary Permits Required**

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Beer Sales, Alcohol Sales: Wine Sales, Alcohol (Spirits) Sales, Beer Sales  
Number of Food Vendors: 4  
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: 2 Provider and Phone: Party Pro Rents (918) 622-8102  
Number of Inflatables: Yes 1 Provider and Phone: Jumpin' Jiminy (918) 445-4679  
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: Using in-house security from the BOK Center TPD Special Events Unit (918) 586-6054 for traffic/pedestrian control

Medical and/or First Aid Services: Yes Contact, Email and Phone: EMSA will be on site for the concert in the building

Traffic Control Barricade Company: Yes Contact, Email and Phone: BOK Center own barricades.

Equipment Setup: Date: 04/11/2024 Time: 5PM Equipment Pickup: Date: 04/16/2024 Time: 5PM

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

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

Parking Type: Street, ADA parking available

Transportation Service: Valet Service, Ride Share

Transportation Service: Contact, Email and Phone: Royal Valet (918) 500-9617

## **Sponsor and Other Event Information**

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Event Sponsor(s): BOK Center

Park: No Name of Park and Location: NA

Drone: No

Portable Toilets: Yes Provider and Phone: At Your Service (918) 272-0568

Total Number of Portable Toilets: 4 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 04/12/2024 Time: 8AM

Equipment Pickup: Date: 04/15/2024 Time: 8AM

Other Event Information: See maps

**Entertainment and Related Activities**

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Number of Stages: 1

Number of Performers/Bands: 2

Performer/Band name and music type: Live entertainment

Sound Amplification: Yes

Start Time: 5PM

Finish Time: 8PM

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

Speakers

Sound checks conducted prior to the event: Yes

Start Time: 1PM

Finish Time: 2PM

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: In-house janitorial team will clean up after the event

Number of Trash Receptacles: 6

Number of Dumpsters: 1

Number of Recycling Containers: 2

Cleanup Service: No Provider and Phone: NA

Presented Event Concept to:

If not presented, please explain:

BOK Center Website and Kiosk

**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: 03/12/2024    Date routed: 03/25/2024    Date for review: 04/10/2024

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 04/03/2024. Mayor agenda 04/10/2024. City Council agenda 04/10/2024. Application updated 03/25/2024.

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South Frisco Avenue

FIRE LANE  
KEEP OPEN

FIRE LANE  
KEEP OPEN

FIRE LANE  
KEEP OPEN

Backstage

Stage

Bike Rack

AV

mechanical  
bull

Bar

Tent

Lounge Seating & Hightops

360 Bar

Bar

Tent

Lounge Seating & Hightops

Food Truck Alley

Bar

Entrance

Welcome Truss

FIRE LANE  
KEEP OPEN

Power

SIGNAGE:  
NO ALCOHOL  
BEYOND  
THIS POINT

Tim McGraw  
Street Party  
April 13, 2024

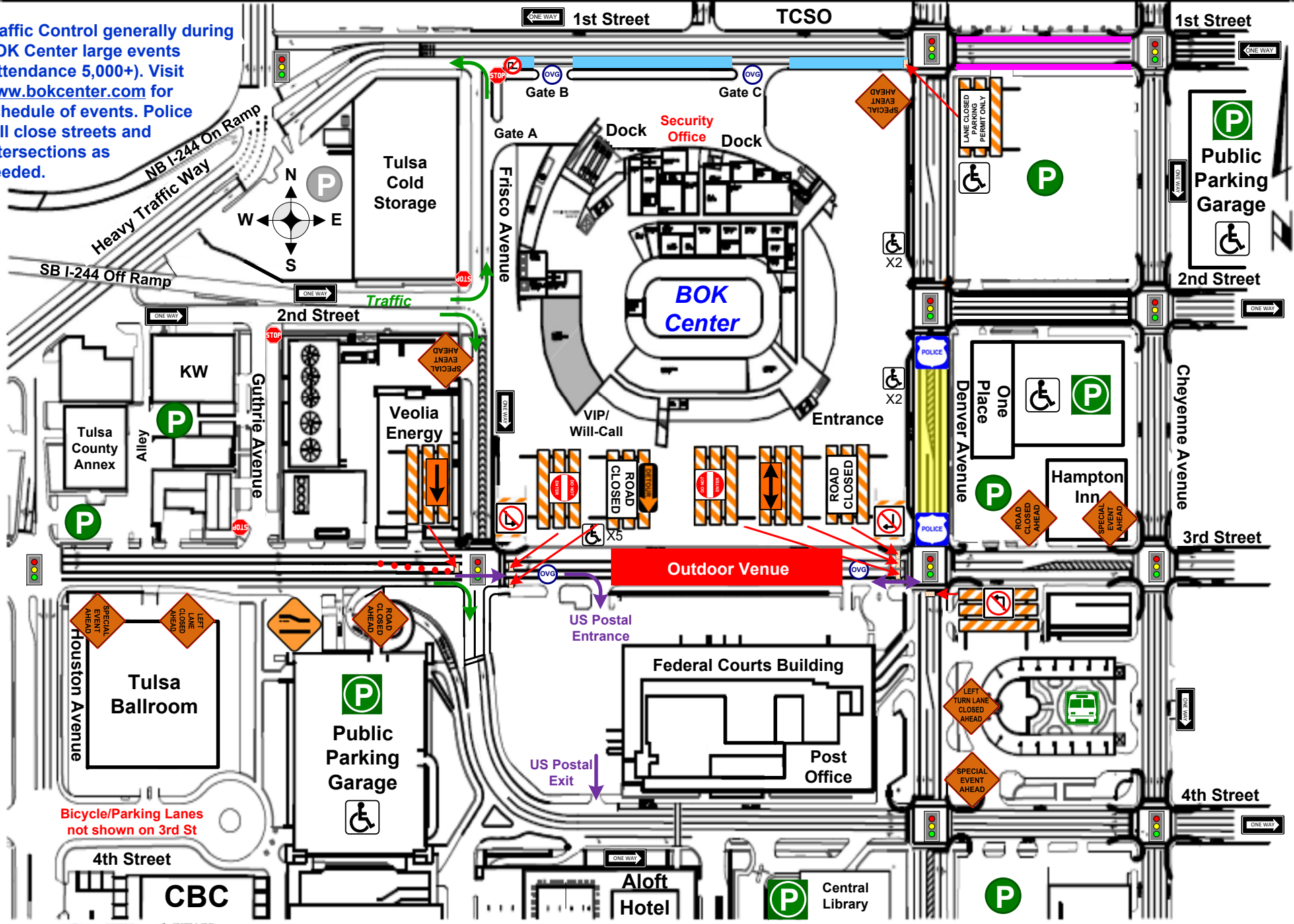
BOK CENTER  
MAIN ENTRANCE

SIGNAGE:  
NO ALCOHOL  
BEYOND  
THIS POINT

ABLE PERMIT  
AREA

South Denver Avenue

Traffic Control generally during BOK Center large events (attendance 5,000+). Visit [www.bokcenter.com](http://www.bokcenter.com) for schedule of events. Police will close streets and intersections as needed.

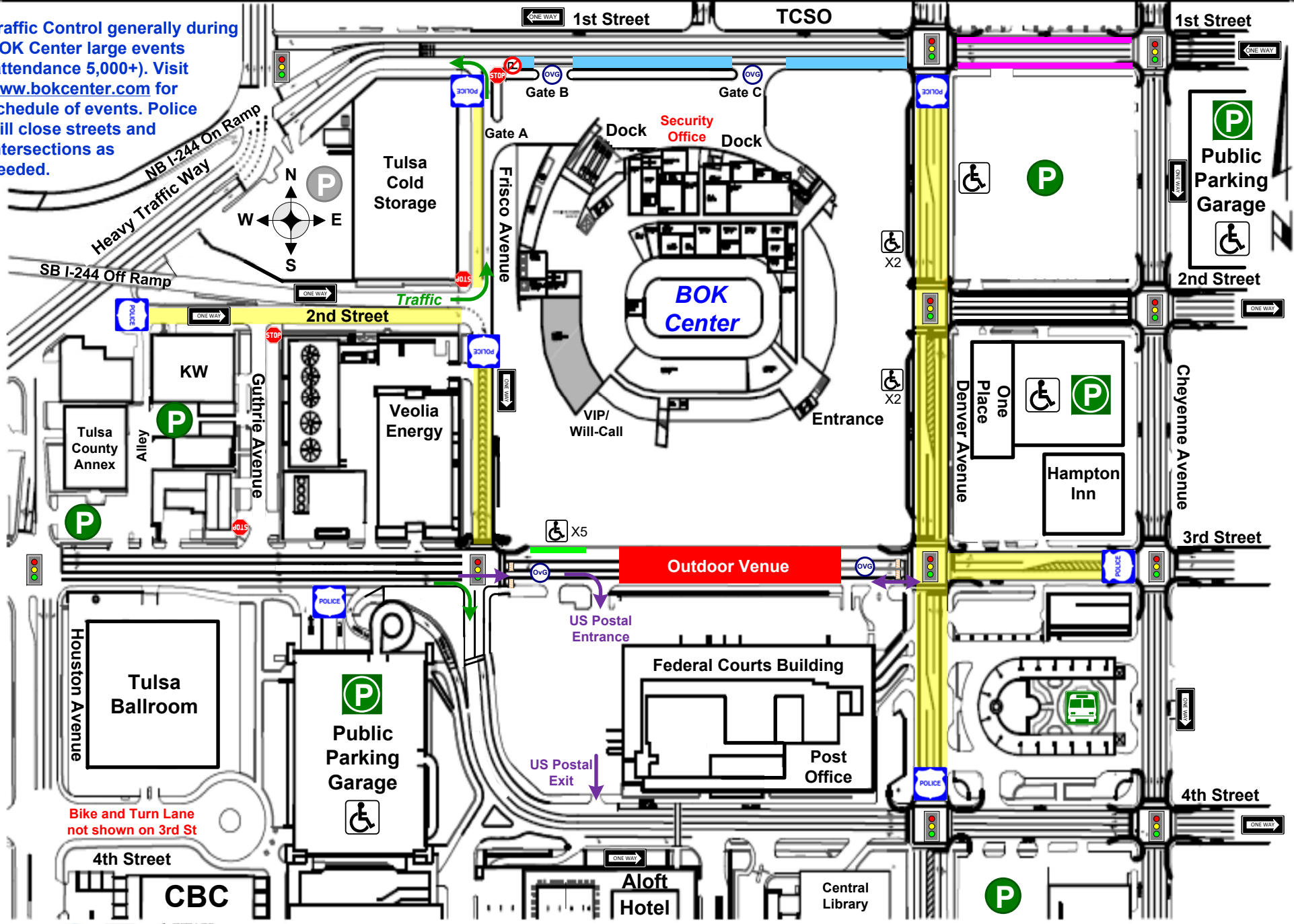








Bicycle/Parking Lanes not shown on 3rd St



- OVG BOK Center Security
- Parking Permit Only
- Rideshare Lane Closure by Police
- Road Closure before the Event Starts and after the Event Ends when 3<sup>rd</sup> Street is Closed for venue.
- Outdoor Venue Road Closure
- POLICE

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-  Road Closure Depending on Crowd Size before Event Starts and before Event Ends
-  N Curb Parking Lane Closure
-  Parking Permit Only
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-  Outdoor Venue Road Closure
-  Rideshare Lane Closure by Police