



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Jazz On The Green

Date(s) of Event: August 17, 2024

Location Address: Start: 200 N Boston Ave
End: 300 N Boston Ave

Council District(s): 1

Event Description: JOTG is a music festival that is proudly bringing together a celebrated list of local, regional, national and internationally acclaimed cross-genre jazz musicians. Styles supported range from smooth, contemporary, modern, pop and R&B. JOTG is presented by Bill Knight Lincoln and is produced by Tulsa-based international Recording Artist and Bassist, Michael Fields Jr.

JOTG is a family friendly event for everyone who loves and appreciates live music! Our goal is to entertain a broad and diverse demographic audience. We are extending a warm welcome to over 2,500 music enthusiast from not only our state but also neighboring states and across the entire country. We will be featuring some of our favorite local food trucks, vendor booths, a kid zone, splash pad and more!!

Event Category: Street/Block Party

Event Includes: Amplified Sound, Private Park, Public Right of Way, Lane Closure, Live Entertainment, Food Sales, Merchandise Sales, No Parking Signage, Sidewalk Closure, Street Closure

Anticipated Attendance: Total: 3000

Per Day: 3000

Anticipated Participants: Total: 0

Per Day: 0

Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Guthrie Green

Website: https://guthriegreen.com/

Chief Officer of Host Organization: Michael Fields

Email and Phone: michael@wftrproductions.org 918-471-2920

Applicant Name: Michael Fields

Email and Phone: michael@wftrproductions.org 918-471-2920

Professional Event Organizer:

Email and Phone:

On-site Contact: Derek Combs

Mobile: 918-671-9317

Billing Contact: Water From The Rock
Productions LLC

Phone: 918-471-2920

Billing Address: 7122 S SHERIDAN RD E 1
Tulsa, OK 74136

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 08/17/2024 Time: 9am
Street Closure for Event Setup: Date: 08/17/2024 Time: 9am
Street(s) to be Closed for Event Setup: Reconciliation Way between Boston Ave and MLK Jr Blvd
Boston Ave between Reconciliation Way and Cameron St

Event Start: Date: 08/17/2024 Time: 6pm
Street Closure for Event Start: Date: 08/17/2024 Time: 9am
Street(s) to be Closed for Event Start: See TCP Map
Run, Walk, Parade Start Time: NA
Daily Event Hours: 6 - 11pm

Event End: Date: 08/17/2024 Time: 11pm
Street Reopens after Event End: Date: 08/18/2024 Time: 12 am

Event Teardown: Date: 08/17/2024 Time: 11pm
Street Reopens after Event Teardown: Date: 08/18/2024 Time: 12am

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 3
Number of Food Trucks: 5
Food Cooked on-site: Yes Fuel(s) to be used:
Number of Item Vendors: 0 Number of Service Vendors: 0
Number & Sizes of Tents: 4 - 10X10 Provider and Phone: Host Table, Video Station, Audio Team,
Vendor
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: Owl Night Security (918)794-7003

Medical and/or First Aid Services: No Contact, Email and Phone: Knowledge of 9-1-1 access and First Aid Kit at Hospitality Station.

Traffic Control Barricade Company: No Contact, Email and Phone: Guthrie Green owns/provides TCP barricades and signage

Equipment Setup: Date:08/17/2024 Time: 9am Equipment Pickup: Date: 08/19/2024 Time: 9am

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

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

Parking Type: Parking Garage, ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Bill Knight Lincoln, Tulsa Regional Tourism,

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

Drone: Yes

Portable Toilets: No Provider and Phone: Provided by Guthrie Green

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

Number of Stages: 1

Number of Performers/Bands: 5

Performer/Band name and music type: Michael Fields Jr.
Lin Rountree
Jazmin Ghent
Demetrius Nabors
Juke Boxx Party Band

Sound Amplification: Yes

Start Time: 6pm

Finish Time: 11pm

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

Guthrie Green's Sound System

Sound checks conducted prior to the event: Yes

Start Time: 12pm

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

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Venue handles clean up

Number of Trash Receptacles: 10

Number of Dumpsters: 6

Number of Recycling Containers: 10

Cleanup Service: Yes Provider and Phone: NA

Presented Event Concept to:

Businesses

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: 07/08/2024 Date routed: 07/11/2024 Date for review: 07/24/2024
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 07/10/2024. Mayor agenda
07/17/2024. City Council agenda 07/24/2024. Applicaiton complete and Fees paid 07/11/2024.

W Easton St

N Boulder Ave

N Main St

N Boston Ave

N Detroit Ave

M L King Jr Blvd

Date: August 17, 2024 Project: Jazz On The Green

Comments:
 Road Closure: 9 a.m. - Midnight
 Event Hours: 6 - 11 p.m.
 Provider and/or Organizer should comply with MUTCD/COT Signage, Barricade, Spacing, and Distance Guidelines.
 Parking/Bike Lanes not Shown | Drawing not to Scale.
 COT assumes no liability for accuracy or validity.



Parking area with two 'P' signs (one grey, one green).

Business area with 'Cain's BALLROOM' logo and two 'ROAD CLOSED AHEAD' signs.

Entrance and Exit area with 'GRIFFIN COMMUNICATIONS' sign, 'P' signs, and 'SPECIAL EVENT AHEAD' signs.

Public Parking area with 'Public Parking @ the Parking Garage located @ 1st Street & Main Street.' text, 'GYPSY' logo, and 'P' signs.

W Cameron St

E Cameron St

Club 209 - THE ARTS BAR

Alley with 'HUNT CLUB', 'VANGUARD', and 'CHIMERA' logos.

Alley with 'THE TAVERN' logo and 'SPECIAL EVENT AHEAD' sign.

Road closure area with 'ROAD CLOSED' signs and orange and white striped barricades.

Jazz On The Green area with 'Lutherie Green' text, 'ROAD CLOSED' signs, and 'SPECIAL EVENT AHEAD' signs.

WPX Energy Headquarters area with 'ROAD CLOSED AHEAD' and 'SPECIAL EVENT AHEAD' signs.

W Reconciliation Way

E Reconciliation Way

N Boulder Ave

N Main St

N Boston Ave

M L King Jr Blvd

N Detroit Ave

Bench Park area with 'Julio Tamayo's Mexicali BORDER CAFE' logo, 'P' sign, and '46' logo.

Fairfield Inn & Suites Marriott area with 'SPECIAL EVENT AHEAD' sign.

Road closure area with 'ROAD CLOSED AHEAD' signs and orange and white striped barricades.

Road closure area with 'ROAD CLOSED' signs, 'ROAD CLOSED AHEAD' signs, and 'SPECIAL EVENT AHEAD' signs.

Parking area with 'P' sign and 'SPECIAL EVENT AHEAD' sign.

E Archer St

E Archer St