



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Tulsa Fire Department 9/11 Memorial Stair Climb Date(s) of Event: September 11, 2024

Location Address: Start: 401 S. Boston Ave Council District(s): 4
End: 401 S. Main St

Event Description: A memorial stair climb for the first responders of 9/11

Event Category: Street, Lane, or Sidewalk Closure

Event Includes: Public Right of Way, No Parking Signage, Sidewalk Closure, Private Property, Street Closure

Anticipated Attendance: Total: 400 Per Day: 400

Anticipated Participants: Total: 400 Per Day: 400

Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Tulsa Fire Department Website: www.tulsafirehouse5k.itsyourrace.com/event.aspx?id=16312

Chief Officer of Host Organization: Joey Marshall

Email and Phone: lins.marshall@cox.net 918-906-9573

Applicant Name: Joey Marshall

Email and Phone: lins.marshall@cox.net 918-906-9573

Professional Event Organizer:

Email and Phone:

On-site Contact: Joey Marshall Mobile: 918-906-9573

Billing Contact: Tulsa Fire Department Phone: 918-906-9573

Billing Address: 10510 S 84TH CIR E
Tulsa, OK 74133

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 09/11/2024 Time: 0600
Street Closure for Event Setup: Date: 09/11/2024 Time: 0600
Street(s) to be Closed for Event Setup: 4th St between Main St and Boston Ave
Event Start: Date: 09/11/2024 Time: 0830
Street Closure for Event Start: Date: 09/11/2024 Time: 0600
Street(s) to be Closed for Event Start: 4th St between Main St and Boston Ave
Run, Walk, Parade Start Time: NA
Daily Event Hours: 0830 - 1200
Event End: Date: 09/11/2024 Time: 1200
Street Reopens after Event End: Date: 09/11/2024 Time: 1200
Event Teardown: Date: 09/11/2024 Time: 1100
Street Reopens after Event Teardown: Date: 09/11/2024 Time: 1200

Secondary Permits Required

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

Security and/or Police: No Contact, Email and Phone: NA

Medical and/or First Aid Services: Yes Contact, Email and Phone: Tulsa Fire Department (918) 906-9573

Traffic Control Barricade Company: No Contact, Email and Phone: Tulsa Fire Department (918) 906-9573

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: Street

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Tulsa Fire Department, Tulsa Local 176, and Price Family Properties

Park: No Name of Park and Location: NA

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 Attachment. Street blocked by TFD Apparatus with activated emergency lights

Entertainment and Related Activities

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

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Trash Cans on site, limited trash

Number of Trash Receptacles: 8

Number of Dumpsters: 0

Number of Recycling Containers: 0

Cleanup Service: No 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: 06/29/2024 Date routed: 08/06/2024 Date for review: 08/21/2024

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 08/07/2024. Mayor agenda
08/14/2024. City Council agenda 08/21/2024. Fees outstanding. Map created 08/06/2024.

Date: Sept 11, 2024 **Project:** TFD 9/11 Memorial Stair Climb

Comments:
 Road Closure: 6 a.m. - Noon
 Event Hours: 8:30 a.m. - Noon
 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.

