



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: 918 Day FestivalDate(s) of Event: Sept. 18, 2024Location Address: Start: 600 S Boston Ave
End: 600 S Main StCouncil District(s): 4Event Description: The 918 Day Festival is a celebration of Tulsa's diverse heritage. It will include cultural art and food vendors and performances.Event Category: Festival/CelebrationEvent Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Public Right of Way, Public Park, Live Entertainment, Food Sales, Merchandise Sales, No Parking Signage, Sidewalk Closure, Street ClosureAnticipated Attendance: Total: 750Per Day: 750Anticipated Participants: Total: 50Per Day: 50Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Downtown Tulsa Partnership Website: https://downtowntulsa.com/
(918) 671-2708Chief Officer of Host Organization: Brian KurtzEmail and Phone: bkurtz@cityoftulsa.org 918-732-9353Applicant Name: Morgan PhillipsEmail and Phone: morgan@downtowntulsa.com 918-671-2708

Professional Event Organizer:

Email and Phone:

On-site Contact: Kassidy Wickersham Mobile: 405-850-0017Billing Contact: Downtown Tulsa Partnership Phone: 918-671-2708Billing Address: 401 S BOSTON AVE E
Tulsa, OK 74103

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 09/18/2024 Time: 11:00 AM
Street Closure for Event Setup: Date: 09/18/2024 Time: 11:00 AM
Street(s) to be Closed for Event Setup: Boston Avenue from 6th to 7th Streets, including intersection of 6th & Boston St, 6th Street between Main St and Boston Ave; and Main Street from 6th to 7th Streets. Sidewalk on east side of Chapman Green will be utilized for portable restrooms with 5 feet of clearance remaining for access at all times.

Event Start: Date: 09/18/2024 Time: 5:00 PM
Street Closure for Event Start: Date: 09/18/2024 Time: 11:00 AM
Street(s) to be Closed for Event Start: See Maps
Run, Walk, Parade Start Time: NA
Daily Event Hours: 5:00 to 9:00 PM

Event End: Date: 09/18/2024 Time: 9:00 PM
Street Reopens after Event End: Date: 09/18/2024 Time: 10:00 PM

Event Teardown: Date: 09/18/2024 Time: 9:00 PM
Street Reopens after Event Teardown: Date: 09/18/2024 Time: 10:00 PM

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 11
Number of Food Trucks: 6
Food Cooked on-site: Yes Fuel(s) to be used: Electric
Number of Item Vendors: 40 Number of Service Vendors: 15
Number & Sizes of Tents: 50 max - 10 x 10 feet Provider and Phone: DTP and vendors tents. Spaced per TFD guidelines.
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: No Contact, Email and Phone: Knowledge of 9-1-1 Access and CPR

Traffic Control Barricade Company: Yes Contact, Email and Phone: RoadSafe Traffic Systems,
Makenzi.Graham@roadsafetraffic.com,
918-425-4550

Equipment Setup: Date: 09/18/2024 Time: 11:00 AM Equipment Pickup: Date: 09/18/2024 Time: 10:00 PM

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

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

Parking Type: Street, ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Downtown Tulsa Partnership, American Waste Control

Park: Yes Name of Park and Location: Chapman Green, 600 S. Main St.

Drone: Yes

Portable Toilets: Yes Provider and Phone: On Call Services and Rentals, 918-397-7787

Total Number of Portable Toilets: 6 Number of ADA Accessible Portable Toilets: 2

Equipment Setup: Date: 09/18/2024 Time: 2:00 PM

Equipment Pickup: Date: 09/18/2024 Time: 10:00 PM

Other Event Information: See Attachments

Entertainment and Related Activities

Number of Stages: 2

Number of Performers/Bands: 10

Performer/Band name and music type: Various local musicians

Sound Amplification: Yes

Start Time: 5:00 PM

Finish Time: 9:00 PM

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

Speakers on stands, microphones

Sound checks conducted prior to the event: Yes

Start Time: 2:00 PM

Finish Time: 4:30 PM

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: Yes Describe:

General event signage

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Vendors and DTP Ambassadors will provide cleanup

Number of Trash Receptacles: 20

Number of Dumpsters: 0

Number of Recycling Containers: 0

Cleanup Service: Yes Provider and Phone: DTP, 918-671-2708

Presented Event Concept to:

Residents, Business Assn, 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: 08/08/2024 Date routed: 09/03/2024 Date for review: 09/11/2024

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 09/04/2024. Mayor agenda 09/11/2024. City Council agenda 09/11/2024. Request revisions to TCP maps 08/30/2024.

W 5th St

S Main St

E 6th St

Arvest Bank

DGX
Convenience store

Boston Title
& Abstract

Roppongi
Ramen • \$\$

Chase

Jared K. Nelson,
J.D., LL.M.
Legal Issues Holding
you Back? | Let Our...

Chapman Green

W 6th St

FREE EVENT
PARKING AFTER 5 PM

VENDOR BOOTHS

STAGE

VENDOR BOOTHS

INFO

VENDOR BOOTHS

VENDOR BOOTHS

FOOD TRUCKS &
SEATING

STAGE

FOOD TRUCKS &
SEATING

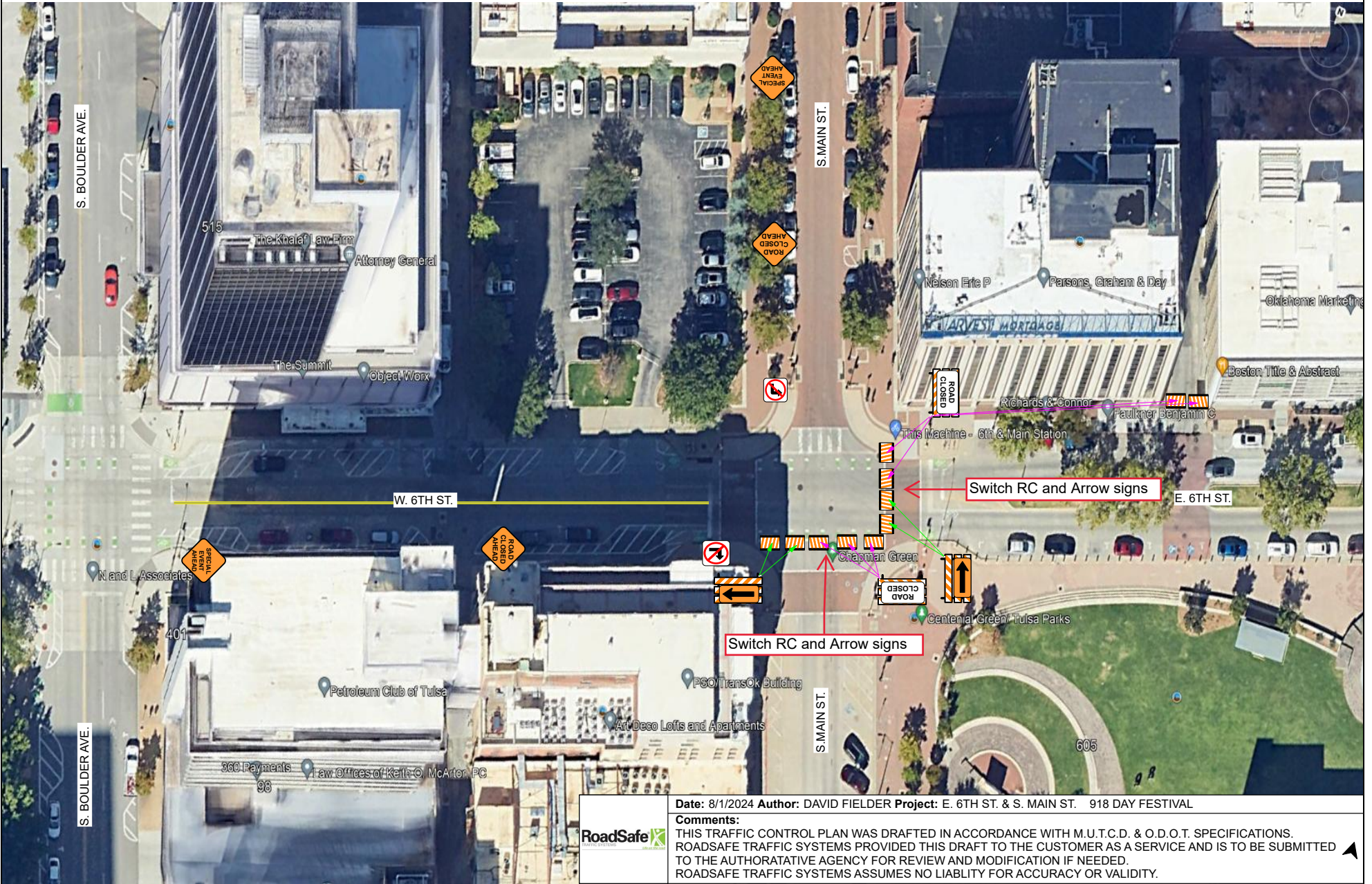
FREE VENDOR & EVENT PARKING
3-8 PM

RumbleDrum
Events / Corporate /
Social | Support in...

17 West Hotel, Ascend
Hotel Collection

3.4 ★ (157)
3-star hotel

Mill



Date: 8/1/2024 **Author:** DAVID FIELDER **Project:** E. 6TH ST. & S. MAIN ST. 918 DAY FESTIVAL

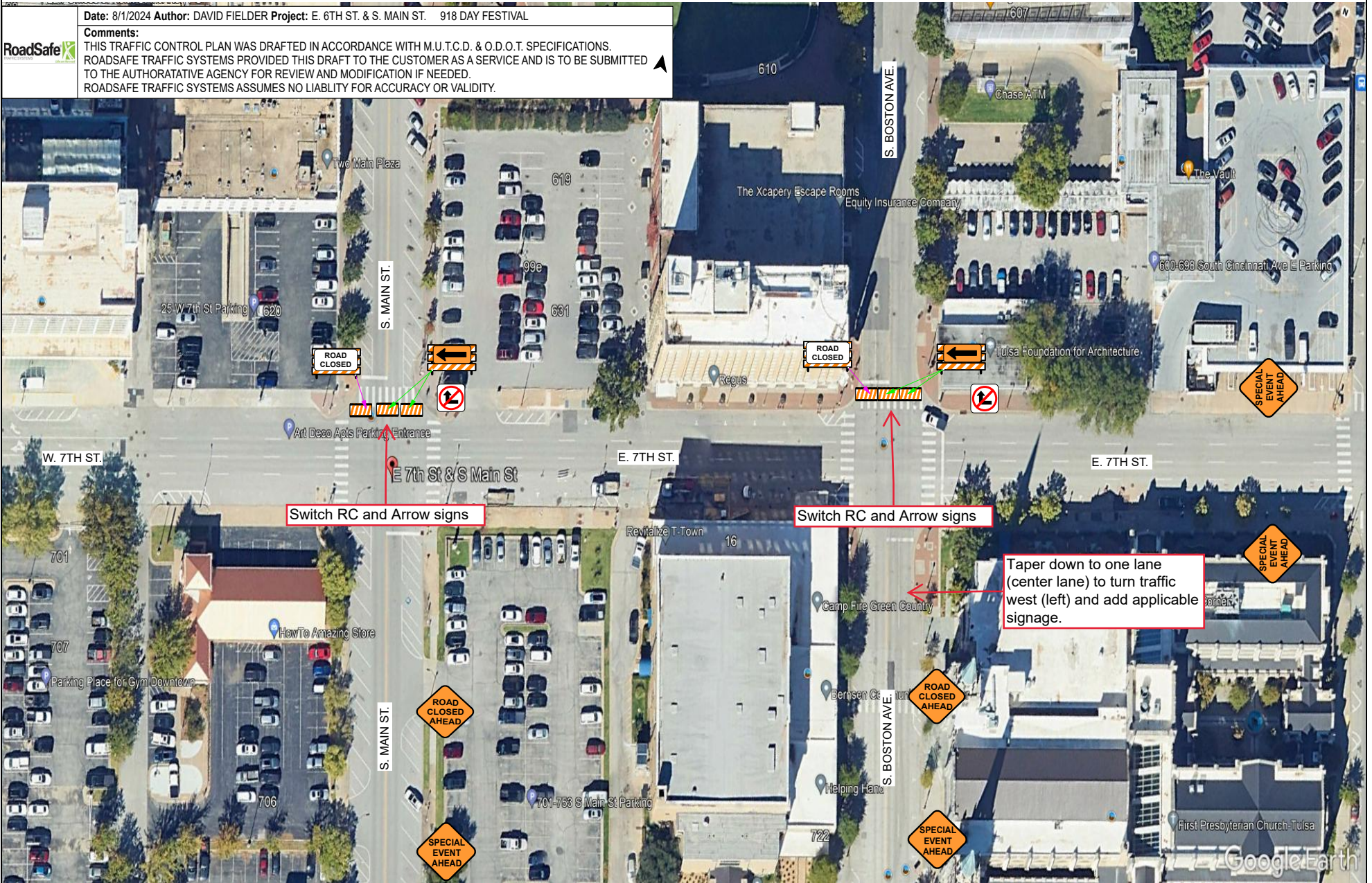
Comments:
 THIS TRAFFIC CONTROL PLAN WAS DRAFTED IN ACCORDANCE WITH M.U.T.C.D. & O.D.O.T. SPECIFICATIONS. ROADS SAFE TRAFFIC SYSTEMS PROVIDED THIS DRAFT TO THE CUSTOMER AS A SERVICE AND IS TO BE SUBMITTED TO THE AUTHORITATIVE AGENCY FOR REVIEW AND MODIFICATION IF NEEDED. ROADS SAFE TRAFFIC SYSTEMS ASSUMES NO LIABILITY FOR ACCURACY OR VALIDITY.



Date: 8/1/2024 Author: DAVID FIELDER Project: E. 6TH ST. & S. MAIN ST. 918 DAY FESTIVAL



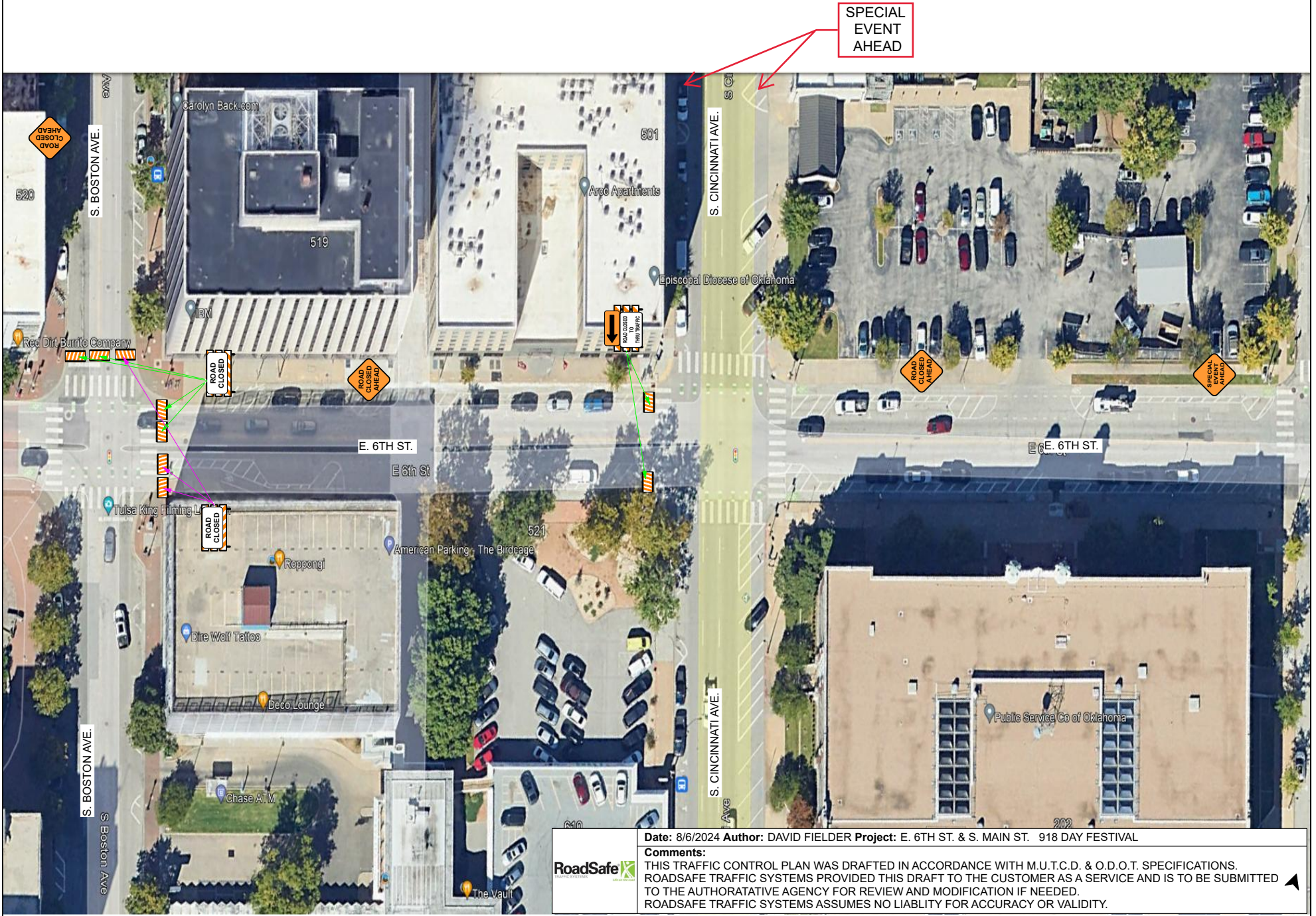
Comments:
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Switch RC and Arrow signs

Switch RC and Arrow signs

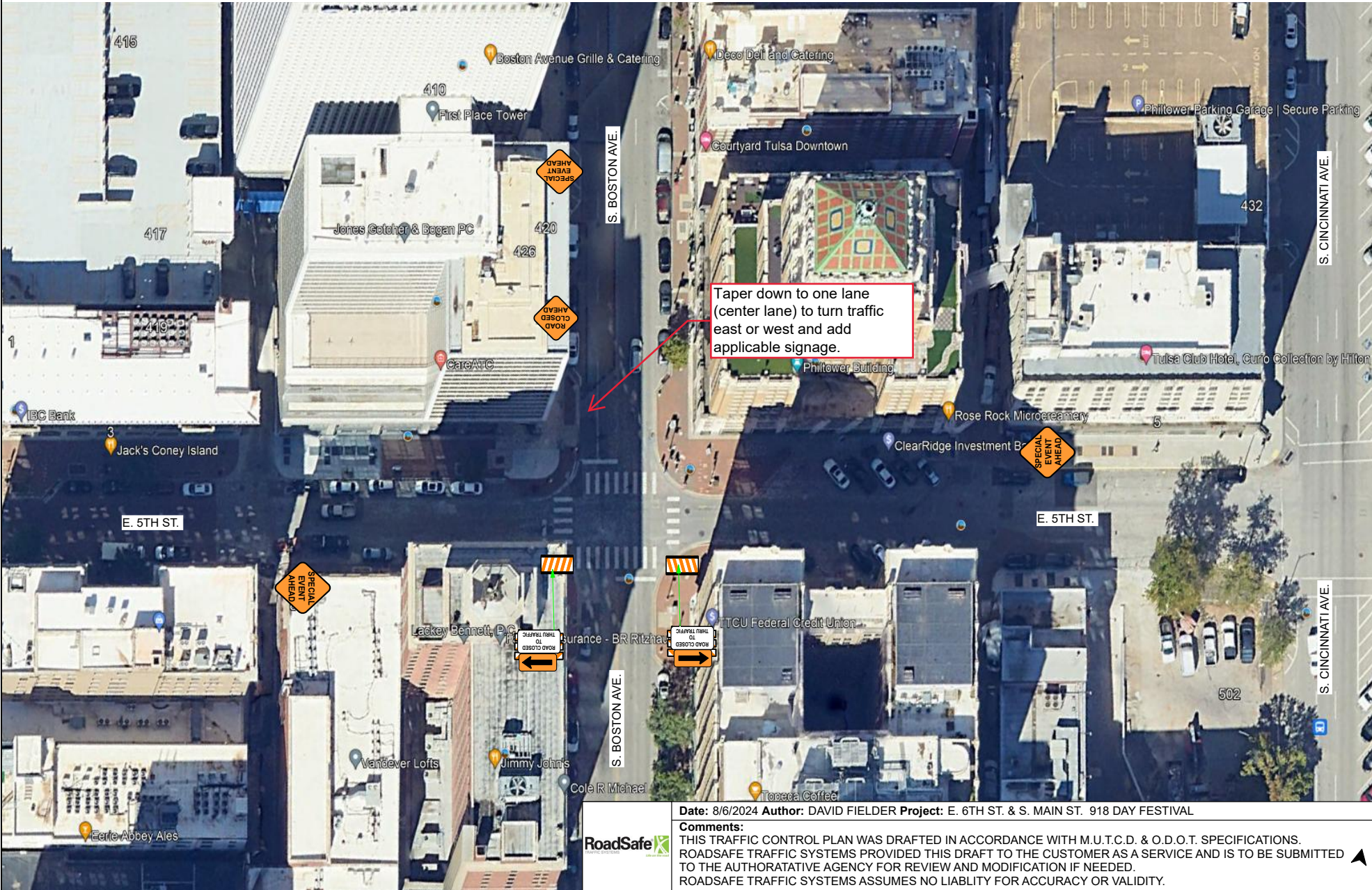
Taper down to one lane (center lane) to turn traffic west (left) and add applicable signage.



Date: 8/6/2024 Author: DAVID FIELDER Project: E. 6TH ST. & S. MAIN ST. 918 DAY FESTIVAL

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