



# City of Tulsa SPECIAL EVENT PERMIT APPLICATION

## Summary of Event

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Name of Event: 2024 Memorial Day Field of Heroes

Date(s) of Event: May 25, 2024

Location Address: Start: 600 S Owasso Ave  
End: 600 S Norfolk Ave

Council District(s): 4

Event Description: Memorial Day -

The Field of Heroes, a formation of empty boots donning ID tags and American Flags, honoring local Fallen Heroes who have died while serving. Boots represent all Oklahomans who have perished in combat operations since September 11th 2001. Additional boots are added on request for service members who have perished in pervious conflicts.

Event Category: Festival/Celebration

Event Includes: Amplified Sound, Public Right of Way, Public Park, Lane Closure, No Parking Signage, Sidewalk Closure, Street Closure

Anticipated Attendance: Total: 3000

Per Day: 1000

Anticipated Participants: Total: 0

Per Day: 0

Number of Events for Monthly Event: No

## Host Organization, Applicant and Professional Event Organizer Information

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Host Organization: Veterans of Foreign Wars Post 577 Website: https://vfw577.org/di/vfw/v2/default.asp

Chief Officer of Host Organization: Joshua Starks

Email and Phone: joshua.d.starks@gmail.com 918-585-9148

Applicant Name: Joshua Starks

Email and Phone: joshua.d.starks@gmail.com 918-585-9148

Professional Event Organizer:

Email and Phone:

On-site Contact: Dan Fuller

Mobile: 918-557-4522

Billing Contact: Tulsa VFW Post 577

Phone: 918-585-9148

Billing Address: 1109 East 6th Street  
Tulsa, OK 74120

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

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**Event Setup:** Date: 05/24/2024 Time: 05:00PM  
Street Closure for Event Setup: Date: 05/25/2024 Time: 10:00 AM  
Street(s) to be Closed for Event Setup: E 6th Street between S. Norfolk Ave and S. Owasso Ave  
**Event Start:** Date: 05/25/2024 Time: 02:00 PM  
Street Closure for Event Start: Date: 05/25/2024 Time: 10:00 AM  
Street(s) to be Closed for Event Start: E 6th Street between S. Norfolk Ave and S. Owasso Ave  
Run, Walk, Parade Start Time: NA  
Daily Event Hours: 02:00 - 0:300 PM  
**Event End:** Date: 05/25/2024 Time: 03:00 PM  
Street Reopens after Event End: Date: 05/25/2024 Time: 04:00PM  
**Event Teardown:** Date: 05/25/2024 Time: 03:00 PM  
Street Reopens after Event Teardown: Date: 05/25/2024 Time: 04:00 PM

### ***Secondary Permits Required***

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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**

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

Medical and/or First Aid Services: No Contact, Email and Phone: NA

Traffic Control Barricade Company: No Contact, Email and Phone: Tulsa VFW Post 577 Organic Assets, Dan Fuller (918) 557-4522

Equipment Setup: Date: 05/25/2024 Time: 10:00 AM Equipment Pickup: Date: 05/25/2024 Time: 04:00 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**

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Event Sponsor(s): AARP of Oklahoma  
Tulsa Veterans of Foreign Wars Post 577  
Survivor Outreach Services of Oklahoma

Park: Yes Name of Park and Location: Veterans Park, 1028 E 6th St

Drone: No

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

Total Number of Portable Toilets: 2 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 05/24/2024 Time: 05:00 PM

Equipment Pickup: Date: 05/27/2024 Time: 04:00PM

Other Event Information: See Map

**Entertainment and Related Activities**

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Number of Stages: 1

Number of Performers/Bands: 0

Performer/Band name and music type: NA

Sound Amplification: Yes

Start Time: 02:00 PM

Finish Time: 03:00 PM

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

PA System for Speakers on Stage

Sound checks conducted prior to the event: Yes

Start Time: 12:00 PM

Finish Time: 12:15 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: 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: Tulsa VFW and Event Volunteers will remove all debris and trash. Trash will be transported to Tulsa VFW Post 577 Dumpsters for disposal.

Number of Trash Receptacles: 4

Number of Dumpsters: 2

Number of Recycling Containers: 2

Cleanup Service: No Provider and Phone: NA

Presented Event Concept to:

Residents, Businesses, Pearl District Neighborhood Association

If not presented, please explain:

NA

**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: 04/30/2024      Date routed: 05/13/2024      Date for review: 05/22/2024

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 05/15/2024. Mayor agenda  
05/22/2024. City Council agenda 05/22/2024.

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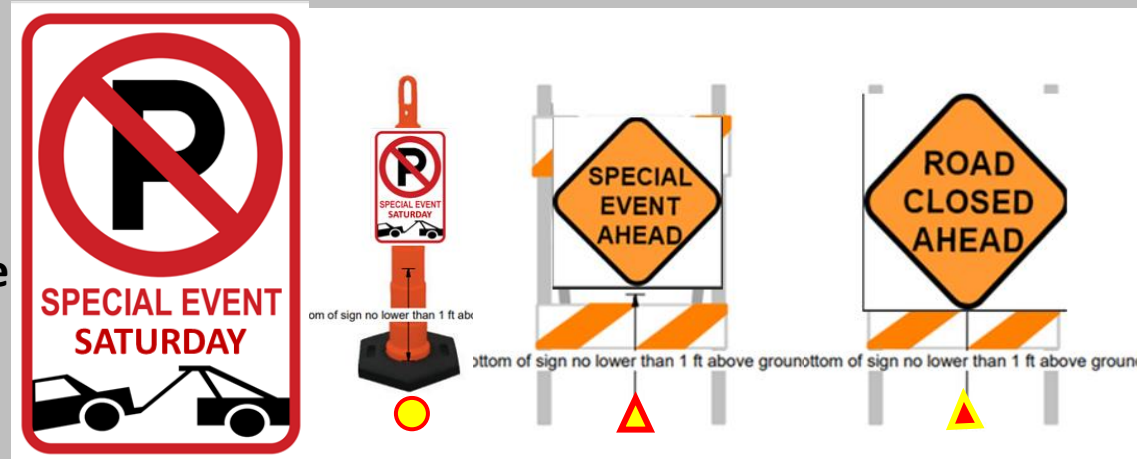
# Field of Heroes 2024

## Traffic Control Plan

72 Hours Prior  
May 22<sup>nd</sup> 2024

### Type II Traffic Posts with Signs

Will be emplaced along the South side of E 6<sup>th</sup> Street on sidewalk between S Norfolk Ave and S Owasso Ave.



### Advanced Warning Signs

First Advanced Warning Sign will be placed at least 200 ft prior to Road Closure on sidewalk ahead of planned blocked area

Second Advanced Warning Sign will be placed at least 100 ft prior to Road Closure on sidewalk ahead of planned blocked area.



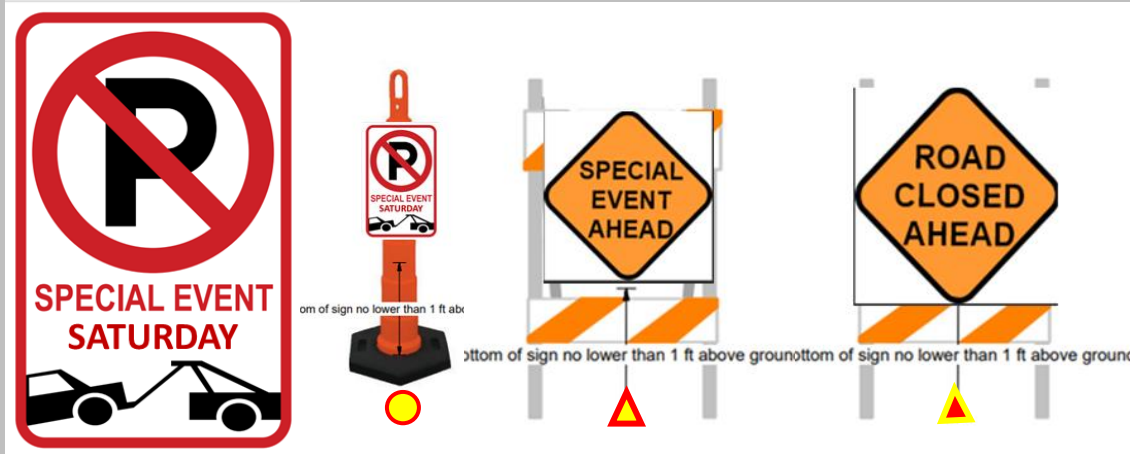
# Field of Heroes 2024

## Traffic Control Plan

24 Hours Prior  
May 24<sup>th</sup> 2024

### Type II Traffic Posts with Signs

Will be emplaced along the South side of E 6<sup>th</sup> Street *in parking spaces* between S Norfolk Ave and S Owasso Ave.



### Advanced Warning Signs

First Advanced Warning Sign will be placed at least 200 ft prior to Road Closure on sidewalk ahead of planned blocked area

Second Advanced Warning Sign will be placed at least 100 ft prior to Road Closure on sidewalk ahead of planned blocked area.



# Field of Heroes 2024

## Traffic Control Plan

### Traffic Control Plan

10:00 AM

May 25<sup>th</sup> 2024

### Type III Traffic Barricades with Signs

Will be on E 6<sup>th</sup> Street at the intersections of  
E 6<sup>th</sup> Street and S Norfolk Ave  
E 6<sup>th</sup> Street and S Owasso Ave.

### Advanced Warning Signs

First Advanced Warning Sign will be placed at least 200 ft prior to Road Closure

Second Advanced Warning Sign will be placed at least 100 ft prior to Road Closure





# Field of Heroes 2024 Traffic Control Plan

## Traffic Control Plan

04:00 PM  
May 25<sup>th</sup> 2024

### Type III Traffic Barricades with Signs and Advance Warning Signs

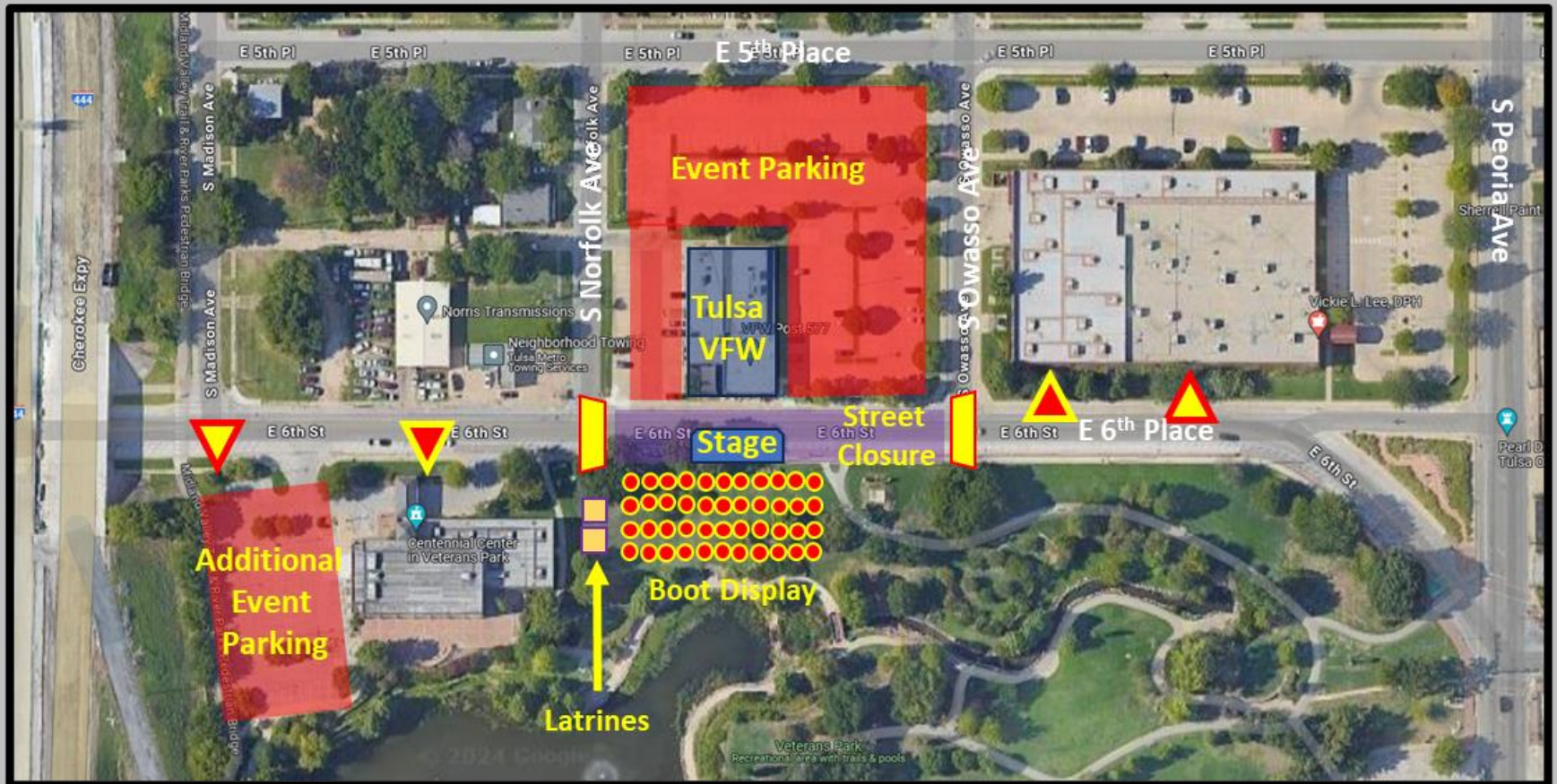
All barricades will be removed  
from E. 6<sup>th</sup> Street and  
Traffic will be allowed to flow  
normally.  
on sidewalk.



# Field of Heroes 2024 Site Plan Overview

May 25<sup>th</sup> 2024

10:00 AM to 04:00 PM



# Field of Heroes 2024 Site Plan Overview

May 24<sup>th</sup> 2024 05:00 PM to May 27<sup>th</sup> 2024 05:00 PM

\*Except May 25<sup>th</sup> 10:00 AM to 04:00 PM

