



# MEMORANDUM

Council Agenda  
Item No. VIII. A  
5/21/2024

## The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Revocable Permit with the Downtown Oklahoma City Partnership for “Downtown Employee Appreciation Day,” June 12, 2024, Kerr Park, 102 Robert S. Kerr Avenue, revenue of \$150. Ward 6.

**Location:**

Kerr Park

**Background:**

The Downtown Oklahoma City Partnership (Permittee) desires a Revocable Permit (Permit) to hold “Downtown Employee Appreciation Day” (Event), as described above. Permittee will, at its expense, plan, organize, and manage the Event.

The Permit will be effective when approved by the City. It will authorize Permittee to use the Kerr Park portion of the Event Site from 8:00 a.m. until 4:00 p.m. on Wednesday, June 12, 2024. Permittee must provide required insurance and indemnification; protect City property; and comply with applicable laws, rules, and regulations.

**Source of Funds:**

\$150 to be deposited in the General Fund – General Operations – Culture and Recreation – Parks Charge – Special Events (001 – 0001 – REV1500-42050011)

**Review:**

Parks and Recreation

**Recommendation:** Revocable Permit be approved.