



Current date March 9, 2022

Applications processed in the order received / Preference given to long-standing events

Event Paseo Arts Festival

Expected number of participants 60,000

Event coordinator(s) Amanda Bleakley

Email address + address amanda@thepaseo.org

Phone 405-525-2688 Fax \_\_\_\_\_

Event Start: Day/Date Saturday, May 28 Time 10am

Event End: Day/Date Monday, May 30 Time 5pm

Setup: Day/Date Thursday, May 26 Start time 3pm End time 10pm

Teardown: Day/Date Tuesday, May 31 Start time 8am End time 12pm

Street Closure Times (if applicable)

Closure: Day/Date Thursday, May 26 Time 2pm

Reopening: Day/Date Tuesday, May 31 Time 12pm

1

Event description (activities, exact location or address, etc.). **Please also submit an event site map.**

The Paseo Arts Festival is a three day festival open to the public.

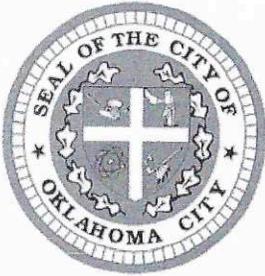
The festival is located on Paseo Drive, closing it and the adjacent streets.

Is this an annual event? Yes If yes, how many years? 45

How many vendors will sell items at your event (retail, food, beverages, etc.)?

- None
- 1
- 2-10
- 11-25
- 26-50
- 50+

Please note: the deadline for the food vendor list is a strict 10 business days prior to the event.



The City of OKLAHOMA CITY

SPECIAL EVENT PERMIT

Event Includes:

- Block party
- Beverage sales
- Alcohol sales
- Food sales
- Merchandise sales
- Street activities
- Street closure
- Procession
- Parade
- Amplified sound
- Live entertainment
- Electrical wiring/generator(s)
- Assembly event (First Amendment)
- Residential area
- Non-residential area
- Parklet
- Athletic event
- Filming

Number of tents 100

Size of tent(s) 10x10 and 40x40

Please note: the application deadline for ABLE (alcohol) licenses is **60 days** prior to the event.

Primary contacts (during event):

Name Amanda Bleakley  
 mobile 405-919-7169  
 email amanda@thepaseo.org

Name Collin Rosebrook  
 mobile 405-919-3117  
 email paseopotter@cox.net

2

Event Coordinator Signature Amanda Bleakley

(By signing this permit, the event coordinator and their organizing partners agree to abide by the applicable general rules of application listed and the applicable laws referenced under City of Oklahoma City Municipal Code Chapters 50 and 60)

Return to: Special Events – Public Information & Marketing, 200 N Walker, OKC, OK 73102  
email: [specialevents@okc.gov](mailto:specialevents@okc.gov) office 405-297-2890 fax 405-297-3124

SPECIAL EVENTS OFFICE USE

Staff comments

---



---



---



---



---

Special Events Office Approval \_\_\_\_\_



## 2022 PASEO ARTS FESTIVAL

**Date:** May 28, 29 & 30, 2022

**Location:** Paseo Drive between NW 28<sup>th</sup> & NW 30<sup>th</sup>

**Summary:** The Paseo Arts Festival will celebrate its 45th Annual in 2022 and we plan to greet over 60,000 visitors during the event's three days. The festival will host more than 105 visual artists, over 50 performers on two stages, two free children's art areas, and 18 food vendors, all against the backdrop of the historic Paseo Arts District. Enclosed, please find a map showing proposed street closures and barricade placements, trash and cleanup plans, electricity plan, and emergency contact information during the festival.

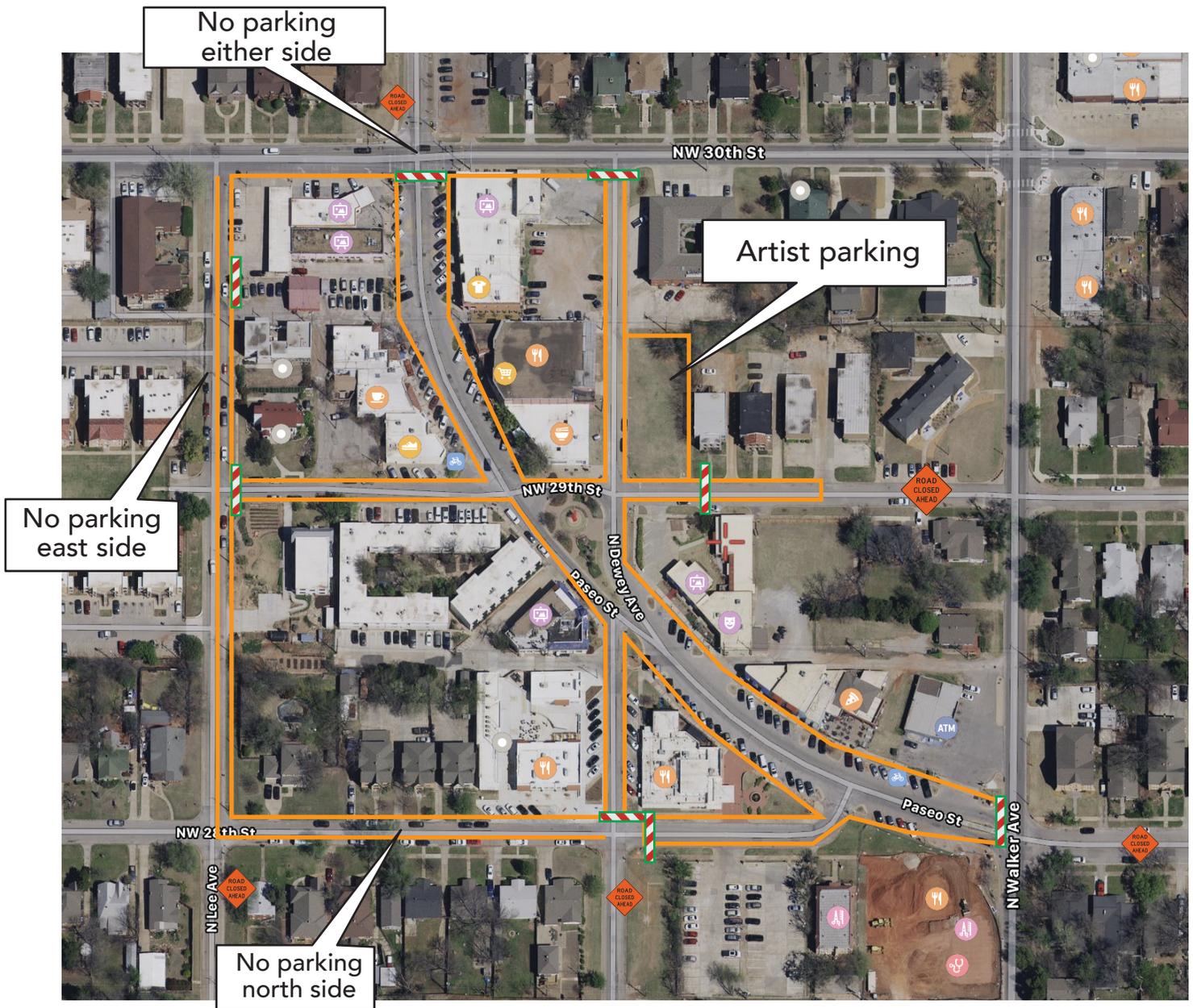
**For any additional information, please contact:**

Amanda Bleakley  
Paseo Arts Association  
3024 Paseo Drive  
Oklahoma City, OK 73103  
405-525-2688  
405-919-7169



# Exhibits A and B

## 2022 Paseo Arts Festival Event Site Plan and Event Traffic Control Plan



### Event Map Legend

-  Limits of street rights-of-way reserved for Paseo Arts Association(PAA) event with exceptions and exclusions as noted.
-  Paseo Arts Festival event areas and road closure points (Type II Barricades)  
(Locations generally as illustrated)
-  Paseo Arts Festival event advance road closure warning signs  
(Locations generally as illustrated)



## 2022 PASEO ARTS FESTIVAL

### EXHIBIT C

#### Event Public Restroom and Solid Waste Management Plan

##### **Public Restrooms provided by United Rental**

12 Standard Portable Restroom Facilities

3 Handicap Accessible Portable Restroom Facilities

15 Total Portable Restroom Facilities

4 Portable Restroom Facilities and 1 Handicap Accessible Portable Restroom Facilities will be placed in a visible alley area between 30<sup>th</sup> and 29<sup>th</sup> and Paseo with a large sign that says "RESTROOMS" and a directional arrow.

5 Portable Restroom Facilities and 1 Handicap Accessible Portable Restroom will be placed in a visible area at the intersection of 29<sup>th</sup> and Dewey with a large sign that says "RESTROOM" and a directional arrow.

3 Portable Restroom Facilities and 1 Handicap Accessible Portable Restroom will be placed in a visible area in the alley area between 3014 Paseo and the Plunge with large sign that says "RESTROOM" and a directional arrow.

The contractor, Chem Can, pumps the facilities a total of 4 times throughout the festival: twice on Saturday and twice on Sunday. They are also on call until 9pm Saturday and Sunday should emergencies arise. The facilities are picked up on the Tuesday morning following festival. The estimated ratio of facilities to visitors is 1,000 per day per facility.

##### **Solid Waste Management Plan – Provided by Smiley Services and Fertile Ground**

(2) 40 Yard Solid Waste Dumpsters are brought in for Festival. There are an estimated 4 smaller dumpsters in place year-round. 50 trashcans are placed throughout the streets for visitor trash. Employees of Smiley Services, Inc. remain on site during the hours of the festival and are paid to ensure proper disposal of all trash.

Fertile Ground is our recycling partner and places 15 recycling carts w/ signage around the festival grounds. Volunteers collect it during the festival and Fertile Ground sorts and disposes after the festival is over.



The City of  
**OKLAHOMA CITY**

# SPECIAL EVENTS

---

**AFFIDAVIT OF WRITTEN NOTICE TO PROPERTIES ABUTTING EVENT**

---

## AFFIDAVIT

STATE OF OKLAHOMA}

COUNTY OF OKLAHOMA}

Know all men by these presents: I, Amanda Bleahley  
Name

as event coordinator of Paseo Arts Festival  
Event Name

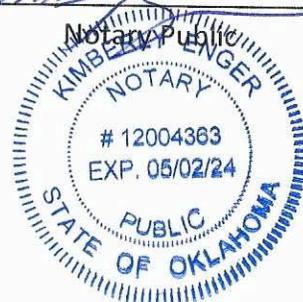
hereby certify that property owners abutting the named event have been notified in writing that the right-of-way will be closed (date(s)) May 28-30, 2022

Amanda Bleahley 3/29/22  
Signature Date

Subscribed and sworn before me this 29<sup>th</sup> day of March, 2022.

My commission expires 5-2-24

Kimberly Enger





**STREET CLOSURE PETITION**

We, the undersigned, have been notified of street closures associated with the event noted and agree or disagree with the closure. I understand that if I have concerns about the proposed closure, I can contact the event organizer or contact Oklahoma City's Special Events Office at 297-2890.

EVENT / CONTACT: 45th Annual Paseo Arts Festival / Amanda Bleakley

DATE(S) / TIME(S): May 26 at 2pm through May 31 at 12pm

Agree	Disagree	Signature of property owner or lessee	Street address & business name (if applicable)
✓		<i>Eder Tumbare</i>	Eden Boutique 3014 Paseo
✓		<i>Greentree Woods</i>	JW Jewelry + Home 3018 Paseo
✓		<i>[Signature]</i>	GORO RAMEN 3000 Paseo
✓		<i>[Signature]</i>	BURGER PUNK 3012 N Walker
✓		<i>[Signature]</i>	Oklahoma Shakespeare in the Park 2920 Paseo
✓		<i>[Signature]</i>	GALLERY 2927 PASEO
✓		<i>Sue Man Sullivan</i>	STUDIO SIX 3021 PASEO
✓		<i>[Signature]</i>	Epic Giraffe 3022 Paseo
✓		<i>[Signature]</i>	A-Bee 2928 Paseo
✓		<i>[Signature]</i>	2928b Paseo etc etc
✓		<i>[Signature]</i>	Little D Gallery 3003 Paseo
✓		<i>[Signature]</i>	Wildfire Gallery 3024 Paseo
✓		<i>[Signature]</i>	1/E 3005a Paseo
✓		<i>[Signature]</i>	Paseo Park 3017 Paseo
✓		<i>[Signature]</i>	Jokers Collops 3010 Paseo
✓		<i>[Signature]</i>	3004 Paseo The Native Exchange
✓		<i>[Signature]</i>	2909 Paseo Paseo Grill
✓		<i>[Signature]</i>	3016 Paseo SU Casa





## **2022 Paseo Arts Festival**

### **EMERGENCY CONTACTS**

Amanda Bleakley  
Executive Director  
Paseo Arts Association  
W: 405-525-2688  
C: 405-919-7169

Collin Rosebrook  
Chair, Paseo Arts Festival  
Owner, Paseo Pottery  
W: 405-525-3017  
C: 405-919-3117

#### **Security Plan**

The City provides officers on bicycles for the daytime hours, while two off-duty policemen patrol overnight.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/20/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b>		<b>CONTACT NAME:</b> Bryan Chouinard	
Centennial Insurance Group Inc		<b>PHONE (A/C, No, Ext):</b> (405) 286-5025	<b>FAX (A/C, No):</b> (866) 242-9649
2814 W. Britton Rd		<b>E-MAIL ADDRESS:</b> Bryan@centennialins.com	
Oklahoma City OK 73120		<b>INSURER(S) AFFORDING COVERAGE</b>	
		<b>INSURER A :</b> CHUBB IND INS CO	<b>NAIC #</b> 20699C
<b>INSURED</b>		<b>INSURER B :</b>	
Paseo Artists Association, Inc.		<b>INSURER C :</b>	
3024 Paseo		<b>INSURER D :</b>	
Oklahoma City OK 73103		<b>INSURER E :</b>	
		<b>INSURER F :</b>	

**COVERAGES** **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			CLIOKD955954063N	08/31/2021	08/31/2022	EACH OCCURRENCE	\$ 1,000,000	
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000	
	GEN'L AGGREGATE LIMIT APPLIES PER:							MED EXP (Any one person)	\$ 5,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						PERSONAL & ADV INJURY	\$ 1,000,000	
	OTHER:						GENERAL AGGREGATE	\$ 2,000,000	
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB						PRODUCTS - COMP/OP AGG	\$ 2,000,000	
	<input type="checkbox"/> ANY AUTO							\$	
	<input type="checkbox"/> OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$	
	<input type="checkbox"/> HIRED AUTOS ONLY						BODILY INJURY (Per person)	\$	
	<input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident)	\$	
	<input type="checkbox"/> NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	\$	
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$							\$	
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>						PER STATUTE	OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input type="checkbox"/> N	N/A				E.L. EACH ACCIDENT	\$	
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$	
A	Directors and Officers			8224-1250	07/18/2021	07/18/2022	E.L. DISEASE - POLICY LIMIT	\$	
							DefenseLimitOutside		
							DEFECO	1,000,000	
							DO	000,000 / 1,000,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The City of Oklahoma City and it's Trusts are named as additional insured with respect to the general liability.

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>
City of Oklahoma City Manager's office	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
200 N Walker Ave. 3rd Floor	AUTHORIZED REPRESENTATIVE
Oklahoma City OK 73102	<i>Bryan Chouinard</i>

© 1988-2015 ACORD CORPORATION. All rights reserved.