

To: The Oklahoma County Public Buildings Authority Event Coordinator

From: Jeff Choate

Date: April 20, 2026

This letter serves as our formal request to reserve the Lincoln Complex Parking Lot, located at 4205 N. Lincoln Blvd., OKC, OK 73105.

Date: Event date – Thursday, May 7, 2026

Time: 9:00 am – 1:00 pm

Title of Event: Big Rigs & Rescues (Touch the Trucks)

Purpose: To provide an opportunity for students of all ages to see the equipment that protects our communities.

Estimated Attendance: Approximately 100

Set-up Time Requested: None necessary

Tear-down Time Requested: None necessary

Additional Notes:

- This event will take place in the third-tier parking lot on the NE side of 4205 Lincoln Blvd.
- We do have a tentative parking layout planned for the equipment and vehicles that will be on display.
- ACOG will take care of any “clean-up” that might be necessary.

Sincerely,

Jeff Choate
Rural Fire & 911 Program Coordinator

Robin McDonald
911 & Public Safety Administrative Assistant

Julie Smedlund
Facility Management