



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: Corpus Christi Procession

Date(s) of Event: June 19, 2022

Location Address: 820 S BOULDER AVE W

Council District(s): 4

Event Description: Holy Family Cathedral will be doing a procession around the block of Holy Family Cathedral. We will process on the sidewalk, but want to block off the section of Boulder Ave. right in front of Holy Family Cathedral.

**Event Category:** Street, Lane, or Sidewalk Closure

**Event Includes:** Public Right of Way, Sidewalk Closure, Street Closure

Anticipated Attendance: Total: 500

Per Day: 500

Anticipated Participants: Total: 500

Per Day: 500

Number of Events for Monthly Event: NA

### Host Organization, Applicant and Professional Event Organizer Information

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Host Organization: Diocese of Tulsa

Website: NA

Chief Officer of Host Organization: Joshua Votruba

Email and Phone: frvotruba@tulsacathedral.com 419-889-3418

Applicant Name: Holy Family Cathedral - Joshua Votruba

Email and Phone: frvotruba@tulsacathedral.com 419-889-3418

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Joshua Votruba

Mobile: 419-889-3418

Billing Contact: Holy Family Cathedral

Phone: 419-889-3418

Billing Address: 820 S Boulder AVE  
Tulsa OK 74119

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

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**Event Setup:** Date: 06/19/2022 Time: 4:00pm  
Street Closure for Event Setup: Date: 06/19/2022 Time: 4:00pm  
Street(s) to be Closed for Event Setup: Staging Area - Boulder Ave between 8th St and 9th St

**Event Start:** Date: 06/19/2022 Time: 5:00pm  
Street Closure for Event Start: Date: 06/19/2022 Time: 6:00pm  
Street(s) to be Closed for Event Start: NA - Procession Using Sidewalks Only  
Run, Walk, Parade Start Time: Procession at 6:00pm  
Daily Event Hours: NA

**Event End:** Date: 06/19/2022 Time: 7:30pm  
Street Reopens after Event End: Date: 06/19/2022 Time: 7:30pm

**Event Teardown:** Date: 06/19/2022 Time: 7:30pm  
Street Reopens after Event Teardown: Date: 06/19/2022 Time: 7:30pm

## ***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 of Tents/Canopies: 0 Provider and Phone: NA  
Number of Inflatables: 0 Provider and Phone: NA  
Number of Amusement Rides: 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: Contact, Email and Phone: Brian Pounds (918) 978-5868  
bkp69lbs@gmail.com

Medical and/or First Aid Services: Contact, Email and Phone: NA

Traffic Control Barricade Company: Contact, Email and Phone: Action Safety Supply (918) 234-8222

Equipment Setup: Date: 06/19/2022 Time: 4:00pm Equipment Pickup: Date: 06/20/2022 Time: 9:00am

Crowd Management Fencing Company: Contact, Email and Phone: NA

Equipment Setup: Date: Time: NA Equipment Pickup: Date: Time: NA

Parking Type: 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): Diocese of Tulsa

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: NA

Total Number of Portable Toilets: 0 Number of ADA Accessible Portable Toilets: 0

Equipment Setup: Date: Time: NA

Equipment Pickup: Date: Time: NA

Other information: Procession will follow pedestrian laws on the sidewalks.

**Entertainment and Related Activities**

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Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: NA

Sound Amplification: No

Start Time: 0

Finish Time: 0

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

NA

Sound checks conducted prior to the event: No

Start Time: NA

Finish Time: NA

Describe hot air balloons, fire lanterns or similar devices used at event:

NA

Describe the use of any signs, banners, decorations, or special lighting used at event:

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: At the end of the procession, we will clean up any trash and remove the barriers off of the street.

Number of Trash Receptacles: 0

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Places of Worship

**Avidavit 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 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: 05/02/2022      Date routed: 06/09/2022      Date for review: 06/15/2022

Special Events Committee Recommendation:      \*Email Review  Yes  No

Date routed to Mayor: 06/09/2022      Mayor's Recommendation: \_\_\_\_\_  Yes  No

Date routed to Council: 06/09/2022      City Council Approval: \_\_\_\_\_  Yes  No

Date Permit Issued: \_\_\_\_\_      Comments: Form revised 06/09/2022. Still waiting on

procession route map on sidewalks.

TCP map being revised.



P 813 South  
Ave W P

South Boulder Ave W

South Boulder Ave W

Holy Family Cathedral

Holy Family  
Classical School

PeopleReady

Google

W 8th St

S Cheyenne Ave

W 8th St

Tompkins Rozdi

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Layers

