



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Oklahoma Congenital Heart WalkDate(s) of Event: Saturday, October 18, 2025Location Address: Start: 1875 S. Boulder Park Dr.
End: 1875 S. Boulder Park Dr.Council District(s): 4

Event Description: The Oklahoma Congenital Heart Walk is a community fundraising and awareness event supporting research for congenital heart defects (CHDs) — the most common birth defect, impacting 1 in 110 births. The event is organized by The Children's Heart Foundation, a national nonprofit dedicated to funding CHD research.

The walk brings together local families, medical professionals, and supporters for a family-friendly morning of activities, community connection, and remembrance. The event includes a non-competitive walk route within Dream Keepers Park and surrounding sidewalks, along with informational booths, children's activities, and light refreshments.

Event Category: Athletic/RecreationEvent Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Public Right of Way, Public Park, Live Entertainment, Food Sales, Merchandise Sales, No Parking Signage, Sidewalk ClosureAnticipated Attendance: Total: 250Per Day: 250Anticipated Participants: Total: 250Per Day: 250Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: The Children's Heart Foundation Website: <https://www.childrensheartfoundation.org/>Chief Officer of Host Organization: Molly DevineEmail and Phone: mdevine@childrensheartfoundation.org 847-681-3442Applicant Name: Molly DevineEmail and Phone: mdevine@childrensheartfoundation.org 847-681-3442

Professional Event Organizer:

Email and Phone:

On-site Contact: Molly Devine Mobile: 815-955-1109Billing Contact: The Children's Heart Foundation Phone: 847-681-3442Billing Address: 1020 N New Florissant RD
Florissant, MO 63031

Event Timeline and Lane/Street Closure Information

Event Setup:	Date: <u>10/18/2025</u>	Time: <u>7:00 AM</u>
Street Closure for Event Setup:	Date:	Time:
Street(s) to be Closed for Event Setup:	<u>N/A - Sidewalks and Midland Valley Trail</u>	
Event Start:	Date: <u>10/18/2025</u>	Time: <u>9:00 AM</u>
Street Closure for Event Start:	Date:	Time:
Street(s) to be Closed for Event Start:	<u>N/A - Sidewalks and Midland Valley Trail</u>	
Run, Walk, Parade Start Time:	<u>10:30 AM</u>	
Daily Event Hours:	<u>9:00 AM - 12:00 PM</u>	
Event End:	Date: <u>10/18/2025</u>	Time: <u>12:00 PM</u>
Street Reopens after Event End:	Date:	Time:
Event Teardown:	Date: <u>10/18/2025</u>	Time: <u>12:00 PM</u>
Street Reopens after Event Teardown:	Date:	Time:

Secondary Permits Required

Beer Sales, Alcohol Sales:	<u>Not Applicable</u>	
Number of Food Vendors:		
Number of Food Trucks:	<u>1</u>	
Food Cooked on-site:	<u>No</u>	Fuel(s) to be used:
Number of Item Vendors:	<u>0</u>	Number of Service Vendors: <u>2</u>
Number & Sizes of Tents:	<u>8 - 10x10 tents</u>	Provider and Phone: <u>ABCO Party Rentals, 918-583-6557 (Tents spaced per TFD guidelines (12 feet separation between every 400 square feet of tent (e.g., 20X20) or groups of tents (e.g., 4 - 10X10). Otherwise, it requires a Tent Permit).</u>
Number of Inflatables:	<u>No</u> <u>0</u>	Provider and Phone: <u>NA</u>
Number of Amusement Rides:	<u>No</u> <u>0</u>	Provider and Phone: <u>NA</u>
Use of fireworks, rockets, lasers, or other pyrotechnics:	<u>No</u>	
Provider and Phone:	<u>N/A</u>	

Security, Medical, Traffic Control, Crowd Management and Parking Plans

Security and/or Police: No Contact, Email and Phone: N/A

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

Traffic Control Barricade Company: No Contact, Email and Phone: N/A

Equipment Setup: Date: _____ Time: _____ Equipment Pickup: Date: _____ Time: _____

Crowd Management Fencing Company: No Contact, Email and Phone: N/A

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: N/A

Sponsor and Other Event Information

Event Sponsor(s): Osage Casino Hotel
Chuck & Stick's Chicken Coop Open
Parish of Christ the King
Country Financial, Michael Trupia Agency
Enid Tag Agency

Park: No Name of Park and Location: N/A

Drone: No

Portable Toilets: Yes Provider and Phone: On Call Services and Rentals, 918-972-1786

Total Number of Portable Toilets: 3 Number of ADA Accessible Portable Toilets: 0

Equipment Setup: Date: 10/17/2025 Time: 12:00 PM

Equipment Pickup: Date: 10/20/2025 Time: 12:00 PM

Other Event Information: See Attachments

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 2

Performer/Band name and music type: DJ & 15 minutes live performance by the Theatre Arts Performance Troop

Sound Amplification: Yes

Start Time: 9:00 AM

Finish Time: 11:30 PM

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

Microphone and speakers

Sound checks conducted prior to the event: Yes

Start Time: 8:30 AM

Finish Time: 8:35 AM

Hot air balloons, fire lanterns or similar devices used at event: No Describe:

N/A

Use of any signs, banners, decorations, or special lighting used at event: Yes Describe:

Mission arch, Mission flags, thank you banner, yard signs

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Trash cans and dumpsters, removal from site as needed.

Number of Trash Receptacles: 4

Number of Dumpsters: 0

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone: N/A

Presented Event Concept to:

Residents

If not presented, please explain:

Just shared with residents of the local heart community. A word of mouth promotional event.

Affidavit of Applicant

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

For City of Tulsa Special Events Committee Use Only

Date received: 10/16/2025 Date routed: 10/16/2025 Date for review: 10/17/2025

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 10/22/2025.

Application revised 10/16/2025.

Walk Route



Mission Village

Key

1. Food/Beverage
2. Facepainting
3. Crafts
4. Merchandise/Raffle
5. Mission
6. Registration
7. Peace & Memorial
8. Petting Zoo
9. Yard games
10. Emergency Vehicles
11. Backdrop
12. Stage
13. Balloon Arch
14. DJ
15. Frios Gourmet Pops
16. Porta-Potties



Mission Village

Backup Rain Plan

Key

1. Stage
2. Balloon Arch
3. DJ
4. Petting Zoo
5. Yard Games
6. Pumpkin Decorating
7. Facepainting
8. Porta-Potties
9. Emergency Vehicles
10. Frios Gourmet Pops
11. Food/Beverage
12. Registration
13. Raffle/Merchandise
14. Mission
15. Peace & Memorial
16. Backdrop

