



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Parish of Christ the King PicnicDate(s) of Event: October 6, 2024Location Address: Start: 1600 S Rockford Ave
End: 1600 S Quincy AveCouncil District(s): 4Event Description: Annual Picnic**Event Category:** Street, Lane, or Sidewalk Closure**Event Includes:** Public Right of Way, Private Property, Street ClosureAnticipated Attendance: Total: 100Per Day: 100Anticipated Participants: Total: 0Per Day: 0Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Christ the King ChurchWebsite: <https://christthekingcatholic.church/>Chief Officer of Host Organization: Maria BarnesEmail and Phone: m.veliz@sbcglobal.net 918-584-4788Applicant Name: Maria BarnesEmail and Phone: m.veliz@sbcglobal.net 918-584-4788

Professional Event Organizer:

Email and Phone:

On-site Contact: Maria BarnesMobile: 918-706-2252Billing Contact: Christ the King ChurchPhone: 918-584-4788Billing Address: 1520 South Rockford Avenue
Tulsa, OK 74120

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 10/06/2024 Time: Noon
Street Closure for Event Setup: Date: 10/06/2024 Time: Noon
Street(s) to be Closed for Event Setup: 16th St between Quincy Ave and Rockford Ave
Event Start: Date: 10/06/2024 Time: 4 pm
Street Closure for Event Start: Date: 10/06/2024 Time: Noon
Street(s) to be Closed for Event Start: 16th St between Quincy Ave and Rockford Ave
Run, Walk, Parade Start Time: N/A
Daily Event Hours: 4 - 7 pm
Event End: Date: 10/06/2024 Time: 7 pm
Street Reopens after Event End: Date: 10/06/2024 Time: 7 pm
Event Teardown: Date: 10/06/2024 Time: 7 pm
Street Reopens after Event Teardown: Date: 10/06/2024 Time: 7 pm

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 0
Number of Food Trucks: 0
Food Cooked on-site: Yes Fuel(s) to be used: Charcoal
Number of Item Vendors: 0 Number of Service Vendors: 0
Number & Sizes of Tents: 0 Provider and Phone: N/A
Number of Inflatables: Yes 1 Provider and Phone: Jumpin Jiminy (918) 291-JUMP
Number of Amusement Rides: No 0 Provider and Phone: NA
Use of fireworks, rockets, lasers, or other pyrotechnics: No
Provider and Phone: N/A

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: Yes Contact, Email and Phone: RoadSafe Traffic Systems.
kgarland@roadsafetraffic.com (918) 425-4550

Equipment Setup: Date: 10/06/2024 Time: 12:00 pm Equipment Pickup: Date: 10/06/2024 Time: 7:00 pm

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

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

Parking Type: 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): None

Park: Yes Name of Park and Location: Marquette Catholic School Park/Playground. 16th St between Rockford Ave and Quincy Ave.

Drone: No

Portable Toilets: No Provider and Phone: N/A

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

Equipment Setup: Date: Time:

Equipment Pickup: Date: Time:

Other Event Information: See Attachment

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: N/A

Sound Amplification: No

Start Time: N/A

Finish Time: N/A

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

N/A

Sound checks conducted prior to the event: No

Start Time: N/A

Finish Time: N/A

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: No Describe:

N/A

Mitigation of Impact

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

Number of Trash Receptacles: 8

Number of Dumpsters: 2

Number of Recycling Containers: 2

Cleanup Service: No Provider and Phone: N/A

Presented Event Concept to:

Places of Worship

If not presented, please explain:

N/A

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: 08/19/2024 Date routed: 09/19/2024 Date for review: 09/25/2024

Special Events Committee Recommendation: Meeting Review Yes ☒ No ☐ 09/18/2024

Date routed to Mayor: 09/19/2024 Mayor's Recommendation: Yes ☐ No ☐ _____

Date routed to Council: 09/19/2024 City Council Approval: Yes ☐ No ☐ _____

Date Permit Issued: _____ Comments: SEC meeting 09/18/2024. Mayor agenda
09/25/2024. City Council agenda 09/25/2024. Form (blanks) revised 09/19/2024. Partial Fees pending
09/19/2024.

