



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Farewell Party for Fr. Leo Date(s) of Event: Saturday June 14, 2025

Location Address: Start: 1727 S 75th E Ave Council District(s): 5
End: 1727 S 75th E Ave

Event Description: We are hosting a private farewell and appreciation event on the grounds of St. Pius X Catholic Church to honor one of our priests who is being relocated. The event will include live music performed by a band using amplified sound (large speakers), and is intended exclusively for our parish community.

We will also have a grill area for preparing food and a bounce house to provide entertainment for our younger parishioners. This is a family-friendly event, and all activities will be conducted within our private property. Appropriate safety measures and supervision will be in place for the bounce house and food preparation.

Event Category: Concert/Performance

Event Includes: Amplified Sound, Live Entertainment, Private Property

Anticipated Attendance: Total: 100 Per Day: 100

Anticipated Participants: Total: 100 Per Day: 100

Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: St Pius X Church Website: <https://church.spxtulsa.org/>

Chief Officer of Host Organization: Fr. John Grant

Email and Phone: fr.john.grant@dioceseoftulsa.org 918-446-8124

Applicant Name: Carmina Flores

Email and Phone: cflores@spxtulsa.org 918-622-4488

Professional Event Organizer:

Email and Phone:

On-site Contact: Carmina Flores Mobile: 323-632-3092

Billing Contact: St Pius X Phone: 918-622-4488

Billing Address: 1727 S 75TH AVE E
Tulsa, OK 74112

Event Timeline and Lane/Street Closure Information

Event Setup:	Date: <u>06/14/2025</u>	Time: <u>Noon</u>
Street Closure for Event Setup:	Date:	Time:
Street(s) to be Closed for Event Setup:	<u>N/A - Parking Lot</u>	
Event Start:	Date: <u>06/14/2025</u>	Time: <u>5:00pm</u>
Street Closure for Event Start:	Date:	Time:
Street(s) to be Closed for Event Start:	<u>N/A - Parking Lot</u>	
Run, Walk, Parade Start Time:	<u>N/A</u>	
Daily Event Hours:	<u>5:00 - 11pm</u>	
Event End:	Date: <u>06/14/2025</u>	Time: <u>11:00pm</u>
Street Reopens after Event End:	Date:	Time:
Event Teardown:	Date: <u>06/14/2025</u>	Time: <u>11:00pm</u>
Street Reopens after Event Teardown:	Date:	Time:

Secondary Permits Required

Beer Sales, Alcohol Sales:	<u>Not Applicable</u>		
Number of Food Vendors:	<u>0</u>		
Number of Food Trucks:	<u>0</u>		
Food Cooked on-site:	<u>Yes</u>	Fuel(s) to be used:	<u>Gas</u>
Number of Item Vendors:	<u>0</u>	Number of Service Vendors:	<u>0</u>
Number & Sizes of Tents:	<u>0</u>	Provider and Phone:	<u>N/A</u>
Number of Inflatables:	<u>Yes</u> <u>1</u>	Provider and Phone:	<u>TBD</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: Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: N/A

Sponsor and Other Event Information

Event Sponsor(s): None

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

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: Pending Site Map

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: N/A

Sound Amplification: Yes

Start Time: 5:30pm

Finish Time: 10:30pm

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

Big speaker

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: We are committed to maintaining the cleanliness and integrity of the property and surrounding area before, during, and after the event. Our cleanup and removal plan includes the following steps:

A team of volunteers will be assigned specifically to monitor waste collection during the event and to conduct a full cleanup immediately following the event.

All collected waste will be bagged and removed from the property or placed in the church's designated waste containers for scheduled pickup.

Number of Trash Receptacles: 6

Number of Dumpsters: 1

Number of Recycling Containers: 4

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: 05/13/2025 Date routed: 06/09/2025 Date for review: 06/12/2025

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 06/04/2025.
