



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: La Fiesta de Tulsa 2025: Festival & Parade Date(s) of Event: Saturday, September 13, 2025

Location Address: Start: 1808 S 123rd E Ave Council District(s): 6, 5  
End: 1801 S Garnett Rd

Event Description: Tulsa Global District will be hosting the La Fiesta de Tulsa Parade with floats, marching bands and other entries. The Hispanic Heritage Day Parade.

**Event Category:** Parade

**Event Includes:** Public Right of Way, Lane Closure, No Parking Signage, Sidewalk Closure, Private Property, Street Closure

Anticipated Attendance: Total: 3000 Per Day: 3000

Anticipated Participants: Total: 500 Per Day: 500

Number of Events for Monthly Event: No

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

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Host Organization: Tulsa Global District Website: <https://www.globaldistrict.org/>

Chief Officer of Host Organization: Alejandro Garcia

Email and Phone: alejandro@tulsaglobal.org 918-609-0091

Applicant Name: Alejandro Garcia

Email and Phone: alejandro@tulsaglobal.org 918-609-0091

Professional Event Organizer:

Email and Phone:

On-site Contact: Alejandro Garcia Mobile: 918-609-0091

Billing Contact: Tulsa Global District Phone: 918-609-0091

Billing Address: 1801 S GARNETT RD E  
Tulsa, OK 74128

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

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<b>Event Setup:</b>	Date: <u>09/13/2025</u>	Time: <u>12:00 PM</u>
Street Closure for Event Setup:	Date: <u>09/13/2025</u>	Time: <u>1:30 PM</u>
Street(s) to be Closed for Event Setup:	<u>Pre-Staging at Cooper Elementary School Facilities Parking Lot</u>	
<b>Event Start:</b>	Date: <u>09/13/2025</u>	Time: <u>3:00 PM</u>
Street Closure for Event Start:	Date: <u>09/13/2025</u>	Time: <u>2:30 PM</u>
Street(s) to be Closed for Event Start:	<u>S123rd East Ave between E18th Pl and E 16th ST</u> <u>E 16th St between S 123rd E Ave and E 17th Pl</u> <u>E 17th St between E 17th Pl and S Garnett Rd</u> <u>S Garnett Rd between E 15th St and E 19th St</u>	
Run, Walk, Parade Start Time:	<u>The parade will start at 3:00 PM</u>	
Daily Event Hours:	<u>N/A</u>	
<b>Event End:</b>	Date: <u>09/13/2025</u>	Time: <u>4:00 PM</u>
Street Reopens after Event End:	Date: <u>09/13/2025</u>	Time: <u>4:00 PM</u>
<b>Event Teardown:</b>	Date: <u>09/13/2025</u>	Time: <u>4:30 PM</u>
Street Reopens after Event Teardown:	Date: <u>09/13/2025</u>	Time: <u>5:00 PM</u>

### ***Secondary Permits Required***

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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>No</u>	Fuel(s) to be used:
Number of Item Vendors:	<u>0</u>	Number of Service Vendors:
Number & Sizes of Tents:	<u>0</u>	Provider and Phone:
Number of Inflatables:	<u>No</u> <u>0</u>	Provider and Phone:
Number of Amusement Rides:	<u>No</u> <u>0</u>	Provider and Phone:
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: Yes Contact, Email and Phone: TPD Special Events Unit - Jack Hoehner (918) 527-0025 | Ron Neal (918) 633-0051

Medical and/or First Aid Services: Yes Contact, Email and Phone: Riley Howard, EMSA, W: (918) 596-3027 | C: (918) 849-1109 | riley.howard@emsa.net

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: Parking Garage, Street, Unpaved Lot

Transportation Service: No service

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

## **Sponsor and Other Event Information**

Event Sponsor(s): George Keisser Family Foundation, Supermercados Morelos, Blue Cross Blue Shiled of Oklahoma, Milo's

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: See Attachment

## **Entertainment and Related Activities**

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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**

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Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: A clean up squad formed by volunteers will be responsible for cleaning up their areas, and BB Rolloff will handle all trash removal.

Number of Trash Receptacles: 0

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service: Yes Provider and Phone: BB Rolloff Dumpsters (918) 530-6677

Presented Event Concept to:

Residents, Schools, Business Assn, Businesses, Business Owners Association, Neighbors, Organizations

If not presented, please explain:

N/A

## **Affidavit 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 of 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: 07/14/2025      Date routed: 09/03/2025      Date for review: 09/10/2025

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 09/10/2025. Mayor agenda  
09/10/2025. City Council 09/10/2025. Confirmed that parade route road construction will be  
will be finished before 09/13/2025 on 08/25/2025. Application revised 09/03/2025.

