



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

---

Name of Event: Diocese of Tulsa Corpus Christi Procession

Date(s) of Event: May 30, 2024

Location Address: Start: 1520 S Rockford Ave  
End: 820 S Boulder Ave

Council District(s): 4

Event Description: Diocese of Tulsa will be having a Corpus Christi Procession from Christ the King to Holy Family Cathedral on the evening of May 30. We will process in the streets from Christ the King to Holy Family Cathedral. The Tulsa Sheriff's will be escorting us and blocking traffic along the route.

Event Category: Procession/March

Event Includes: Public Right of Way, Lane Closure, Street Closure

Anticipated Attendance: Total: 1500

Per Day: 1500

Anticipated Participants: Total: 1500

Per Day: 1500

Number of Events for Monthly Event: No

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

---

Host Organization: Holy Family Cathedral

Website: <https://www.tulsacathedral.com/>

Chief Officer of Host Organization: Joshua Votruba or Gary Kastl

Email and Phone: 419-889-3418

Applicant Name: Joshua Votruba

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

Professional Event Organizer:

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***

---

**Event Setup:** Date: 05/30/2024 Time: 6:00pm  
Street Closure for Event Setup: Date: 05/30/2024 Time: 6:00pm  
Street(s) to be Closed for Event Setup: Static Venue 6:00pm - 10:00pm: Boulder Ave between 8th St and 9th St.

**Event Start:** Date: 05/30/2024 Time: 6:00pm  
Street Closure for Event Start: Date: 05/30/2024 Time: 6:00pm  
Street(s) to be Closed for Event Start: Procession 6:45pm - 7:45pm: See Route Map. Police Escort 6:45pm  
Run, Walk, Parade Start Time: 6:45pm  
Daily Event Hours: 6:00pm - 10:00pm

**Event End:** Date: 05/30/2024 Time: 10:00pm  
Street Reopens after Event End: Date: 05/30/2024 Time: 7:45pm

**Event Teardown:** Date: 05/30/2024 Time: 10:00pm  
Street Reopens after Event Teardown: Date: 05/30/2024 Time: 10:00pm

## ***Secondary Permits Required***

---

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 & Sizes of Tents: NA Provider and Phone: NA  
Number of Inflatables: No 0 Provider and Phone: NA  
Number of Amusement Rides: No 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**

---

Security and/or Police: Yes Contact, Email and Phone: TSCO Brian Pounds, bpounds@tulsacathedral.com (918) 978-5868

Medical and/or First Aid Services: Yes Contact, Email and Phone: TSCO Brian Pounds, bpounds@tulsacathedral.com (918) 978-5868

Traffic Control Barricade Company: Yes Contact, Email and Phone: Action Safety Supply, charlie@actionsafetysupply.com (918) 234-8222

Equipment Setup: Date: 05/30/2024 Time: 6:00pm Equipment Pickup: Date: 05/31/2024 Time: 8:00am

Crowd Management Fencing Company: No Contact, Email and Phone: NA

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

Parking Type: Paved Lot

Transportation Service: Shuttle Service

Transportation Service: Contact, Email and Phone: Bishop Kelley, jberna@bishopkelley.org (918) 627-3390

## **Sponsor and Other Event Information**

---

Event Sponsor(s): Diocese of Tulsa

Park: No Name of Park and Location: NA

Drone: No

Portable Toilets: No 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 Event Information: A first-aid medical van following the procession. These vehicles will have a first-aid kit, AED, water, and blankets. Any major medical need will call EMSA.

**Entertainment and Related Activities**

---

Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: NA

Sound Amplification: No

Start Time:

Finish Time:

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

NA

Sound checks conducted prior to the event: No

Start Time:

Finish Time:

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

NA

Use of any signs, banners, decorations, or special lighting used at event: No Describe:

NA

**Mitigation of Impact**

---

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: We have groups that will clean up along the way of the procession route, and we will clean up everything that night after the procession.

Number of Trash Receptacles: 3

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone: NA

Presented Event Concept to:

Places of Worship

If not presented, please explain:

NA

**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: 05/07/2024    Date routed: 05/15/2024    Date for review: 05/22/2024

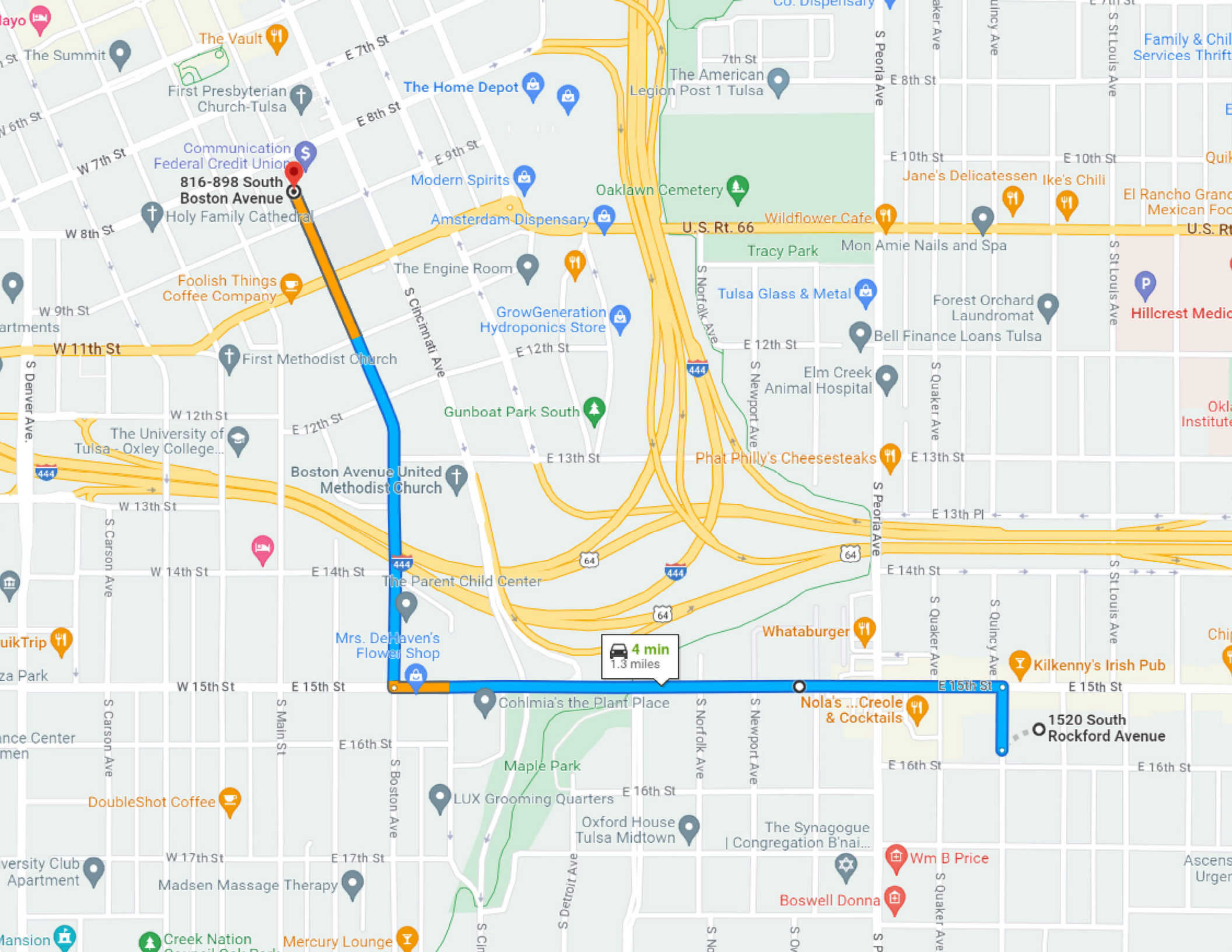
Special Events Committee Recommendation: \_\_\_\_\_    Yes  No  \_\_\_\_\_

Date routed to Mayor: \_\_\_\_\_    Mayor's Recommendation: Yes  No  \_\_\_\_\_

Date routed to Council: \_\_\_\_\_    City Council Approval: Yes  No  \_\_\_\_\_

Date Permit Issued: \_\_\_\_\_    Comments: SEC meeting 05/15/2024. Mayor agenda  
05/22/2024. City Council agenda 05/22/2024. No City Council agenda 05/29/2024.

---



816-898 South Boston Avenue

4 min  
1.3 miles

1520 South Rockford Avenue

The Vault

First Presbyterian Church-Tulsa

Communication Federal Credit Union

Holy Family Cathedral

Foolish Things Coffee Company

First Methodist Church

The University of Tulsa - Oxley College...

Boston Avenue United Methodist Church

The Parent Child Center

Mrs. DeHaven's Flower Shop

DoubleShot Coffee

Madsen Massage Therapy

Mercury Lounge

The Home Depot

Modern Spirits

Amsterdam Dispensary

The Engine Room

GrowGeneration Hydroponics Store

Gunboat Park South

Cohlmia's the Plant Place

LUX Grooming Quarters

Oxford House Tulsa Midtown

The Synagogue | Congregation B'nai...

Boswell Donna

The American Legion Post 1 Tulsa

Oaklawn Cemetery

U.S. Rt. 66

I-444

I-444

US-64

US-64

Wildflower Cafe

Tracy Park

Tulsa Glass & Metal

Elm Creek Animal Hospital

Phat Philly's Cheesesteaks

Whataburger

Nola's ...Creole & Cocktails

Kilkenny's Irish Pub

Wm B Price

Family & Child Services Thrift

Quik

El Rancho Grand Mexican Food

U.S. Rt. 66

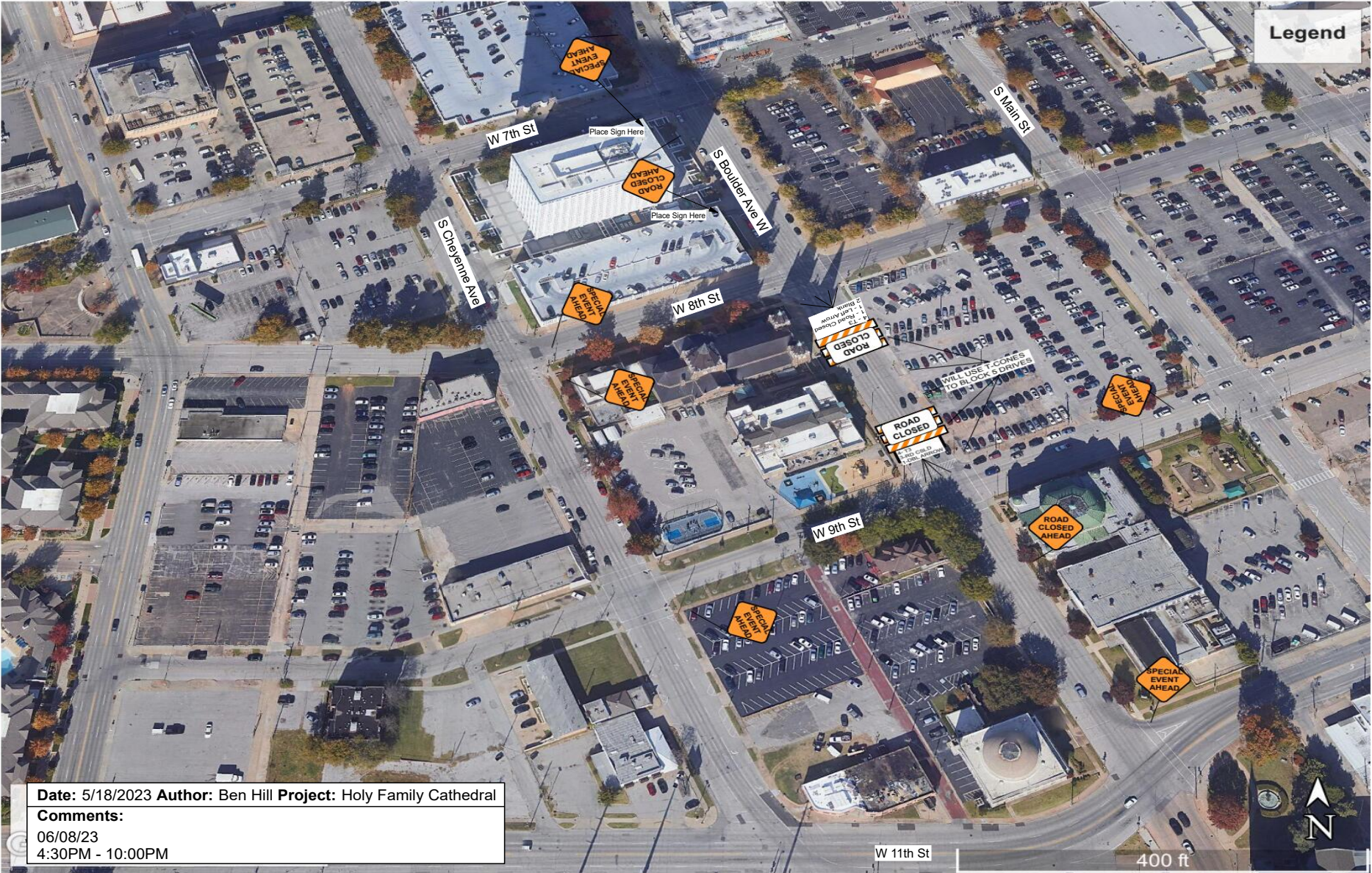
Hillcrest Medical

Oklahoma Institute

Chipotle

Ascension Urgent Care





**Date:** 5/18/2023 **Author:** Ben Hill **Project:** Holy Family Cathedral  
**Comments:**  
 06/08/23  
 4:30PM - 10:00PM