



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Block Party Date(s) of Event: Thursday, Sept. 17, 2026

Location Address: Start: 2100 S Yorktown Ave
End: 2600 S Yorktown Ave Council District(s): 4

Event Description: Block Party with food, beverages, music, inflatables all to celebrate Monte Cassino and Cascia Hall and St. Johns 100 years.

Event Category: Street/Block Party

Event Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Beer/Alcohol Sales, Public Right of Way, Lane Closure, Food Sales, Merchandise Sales, No Parking Signage, Sidewalk Closure, Private Property, Street Closure

Anticipated Attendance: Total: 750 Per Day: 750

Anticipated Participants: Total: 750 Per Day: 750

Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Monte Cassino School Website: <https://www.montecassino.org/>

Chief Officer of Host Organization: Tracie Kutmas

Email and Phone: tkutmas@montecassino.org 918-746-4146

Applicant Name: BJ WEINTRAUB

Email and Phone: bweintraub@montecassino.org 918-746-4124

Professional Event Organizer:

Email and Phone:

On-site Contact: BJ WEINTRAUB Mobile: 918-746-4124

Billing Contact: Monte Cassino School Phone: 918-746-4124

Billing Address: 2206 S Lewis AVE
TULSA, OK 74114

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 09/17/2026 Time: 2:30PM
Street Closure for Event Setup: Date: 09/17/2026 Time: 3:30PM
Street(s) to be Closed for Event Setup: Yorktown Ave from Monte Cassino (21st St) to Cascia Hall (26th St).
Closed 2:30 - 9:00PM

Event Start: Date: 09/17/2026 Time: 5:30PM
Street Closure for Event Start: Date: 09/17/2026 Time: 3:30pm
Street(s) to be Closed for Event Start: Yorktown Ave from Monte Cassino (21st St) to Cascia Hall (26th St).
Closed 2:30 - 9:00PM

Run, Walk, Parade Start Time: N/A
Daily Event Hours: 5:30 - 7:30PM

Event End: Date: 09/17/2026 Time: 7:30PM
Street Reopens after Event End: Date: 09/17/2026 Time: 8:30PM

Event Teardown: Date: 09/17/2026 Time: 7:30PM
Street Reopens after Event Teardown: Date: 09/17/2026 Time: 8:30 PM

Secondary Permits Required

Beer Sales, Alcohol Sales: Free Beer, Free Wine
Number of Food Vendors: 2
Number of Food Trucks: 2
Food Cooked on-site: Yes Fuel(s) to be used: Electric
Number of Item Vendors: 1 Number of Service Vendors: 0
Number & Sizes of Tents: 2 - 20x20 tent Provider and Phone: Monte Cassino owns, 918-746-4124
Number of Inflatables: Yes 2 Provider and Phone: Inflatable Vendor is Bounce Pro, 918-321-4991
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: Yes Contact, Email and Phone: Monte Cassino, Security Officer, 918-638-3005, mwilliams@montecassino.org

Medical and/or First Aid Services: Yes Contact, Email and Phone: Jillian Russell Monte Cassino Nurse, 773-220-8126, jrussell@montecassino.org

Traffic Control Barricade Company: Yes Contact, Email and Phone: TBD

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

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

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): St. John'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(s). Due to weather, road construction or unforeseen circumstances, the timelines for activities and closures (including relocation, if necessary) are subject to change.

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: 1

Performer/Band name and music type: DJ with a sound system

Sound Amplification: Yes

Start Time: 5:15PM

Finish Time: 7:30PM

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

DJ sounds system

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: Yes Describe:

Banners and Signs on private property

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Final Touch will remove the trash and volunteers will help with clean up.

Number of Trash Receptacles: 12

Number of Dumpsters: 2

Number of Recycling Containers: 2

Cleanup Service: Yes Provider and Phone: Final Touch, Jackie Vu, 918-902-5975

Presented Event Concept to:

Residents, Schools

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: 06/25/2026 Date routed: 09/01/2026 Date for review: 09/16/2026

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 09/02/2026. Mayor agenda
09/09/2026. City Council agenda 09/16/2026. Application complete 08/31/2026. TCP map pending.

CENTENNIAL BLOCK PARTY PLANNING

Centennial Block Traffic Control Map

Thursday, September 17, 3:30 - 8:30pm

Tulsa Police Department will close Yorktown Avenue just north of Monte Cassino's North Yorktown Gate and East 25th Place

