



BPAG 09/02/2009

City of Tulsa Special Event Permit Application

Summary of Event

Event Title: St. John Street Party/Savor the Summer Date of Event: June 3, 2017
 Event Location: 19th Street between Utica and Wheeling Ave Council District: 4
 Event Description: Dinner/Dance (Submit Flyer or Brochure in Electronic Format)
 Event Sponsors: St. John Health System Foundation, Inc.
 Anticipated Attendance (participants, staff, vendors, crowd, etc.): Total: 2000 Per Day: 2000

Event Organizer Information

Organizing Agency: SJHS Community Relations Web Address: www.stjohnstreetparty.com
 Agency Contact: Lucky Lamons Email Address: lucky.lamons@sjmc.org
 On-Site Contact: Lucky Lamons On-Site Phone: 918-600-5658
 Billing Contact: Lucky Lamons Billing Phone: 918-744-2186
 Billing Address: 1923 S. Utica Ave. Tulsa OK 74104
Street City State Zip
 Agency Status: Profit Non-Profit Fundraiser? / What cause: St. John Medical Center

Site Plan and Route Map

Event Set-up: Date: June 3, 2017 Day of Week: Saturday Time: 0700
 Street Closing for Set-up, Stages, Tents, etc.: Date: June 4, 2017 Time: 0700
 Street(s) to be Closed: 19th Street between Utica Ave. and Wheeling Ave.
 (Submit a Site Map in CAD/Electronic Format)

Event Opens: Date: June 3, 2017 Day of Week: Saturday Time: 1900
 Street Closing for Race, Parade, Festival, etc.: Date: June 3, 2017 Time: 0700
 Street(s) to be Closed: 19th Street between Utica Ave. and Wheeling Ave.
 (Submit Route Map in CAD/Electronic Format)

Race, Parade, or Escort Start Times: NA
 Daily Festival or Street Party Times: Saturday, June 3, 2017 - dinner/dance 1900
 Road Race Service Co. and Phone: NA

Event Closes: Date: June 3, 2017 Day of Week: Saturday Time: 2300
 Street Opening: Date: June 4, 2017 Day of Week: Sunday Time: 0100
Event Dismantle: Date: June 4, 2017 Day of Week: Sunday Time: 0100
 Street Opening: Date: June 4, 2017 Day of Week: Sunday Time: 0100

Mitigation of Impact

Please describe your plan for cleanup and removal of waste and garbage during and after your event: St. John Medical Center employees will clean up and remove waste/garage along with Shikoba Recycling Co.

Number of Trash Receptacles: 50 Number of Dumpsters: 0 Number of Recycling Containers: 20

Yes No Using a Sanitation Service? Agency and Phone: Skikoba Recycling Co.

Equipment Setup: Date: 6/3/17 Time: 1300 Equipment Pickup: Date: 6/4/17 Time: 0100

Yes No Have you presented your event concept to the affected residents, businesses, churches, and schools?

If yes, please attach a complete list of these entities. If no, please explain: St. John property

Yes No Do you have a sample of the notice that you propose to distribute **two weeks prior to your event**?

If yes, please attach in an electronic format. If no, please explain: St. John property

Yes No Other Information? _____

Affidavit of Applicant

Tulsa Police officers and public safety services, and traffic-control signage and barricades will be required for street closings, traffic/crowd control, and security. The Organizing Agency has the responsibility to be aware of and comply with City Ordinances and Regulations including, but not limited to, Curfew Ordinance, City/County Public Health Regulations, and Police/Park Public Safety Requirements. An application approval does not imply City sponsorship. Review the instructions for further information in reference to Special Events. I certify that the information contained in the foregoing 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 the proposed Special Event. I further certify that I, on the behalf of the Organizing Agency, am also authorized to commit that agency, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Tulsa and Police Department. Any omissions will delay the process.

Print Name: Lucky Lamons Signature: *Lucky Lamons* Date: 02/24/17

Mail to: **Special Event Coordinating Committee, 596 East 13th Street, Suite 590, Tulsa, OK 74102, and 918-609-6854**

Or Email to: **sbain@cityoftulsa.org**. Your electronic submission will serve as your electronic signature.

For City of Tulsa Special Event Coordinating Committee Use Only

Date received: 02.28.2017 Date routed: 05.11.2017 Date for review: 05.24.2017

If any agency feels there are any problems with this application, contact the event organizer and discuss the problems and solutions before this date: 05.23.2017. If any problems are resolved or not resolved by that time, a copy of this application and brief memo stating the solution or reason for the objection should be submitted to: **Special Events Coordinating Committee, 596 East 13th Street, Suite 590, OK 74102**. For further information or discussion, contact the **City of Tulsa Office of Special Events at 918-609-6863 Fax 918-609-3602**.

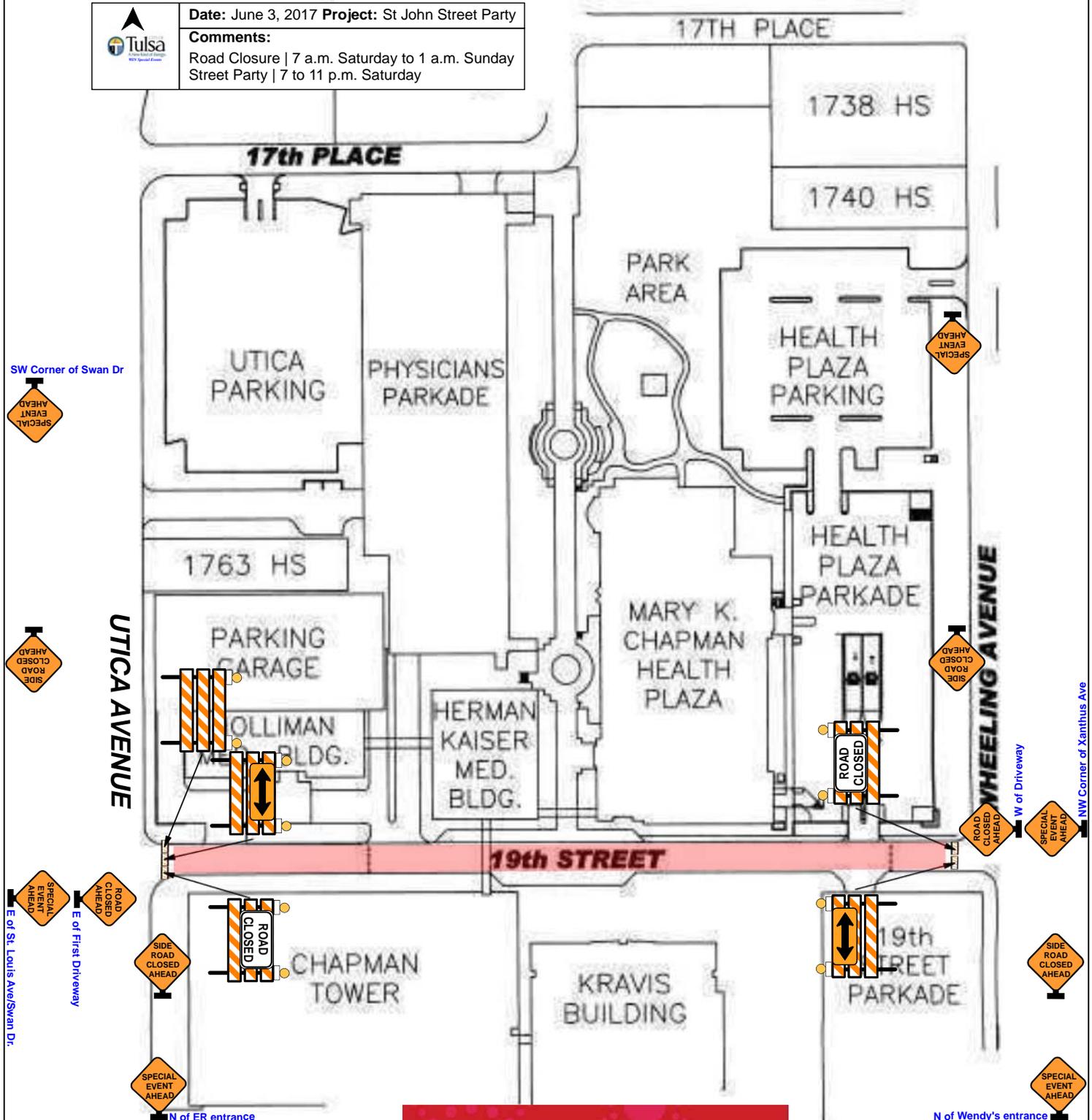
Special Event Coordinating Committee Recommendation: Pending Yes No : _____

Date routed to Mayor: _____ Mayor's Recommendation: Yes No : _____

Date routed to Council: _____ City Council Approval: Yes No : _____

Comments: Form scanned and map revised 05.11.2017.

	Date: June 3, 2017 Project: St John Street Party
	Comments: Road Closure 7 a.m. Saturday to 1 a.m. Sunday Street Party 7 to 11 p.m. Saturday



 = BARRICADES
 = Portable Sign Support on Right-of-Way (ADA)

