



City of Tulsa SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Ascension St. John Street Party

Date(s) of Event: June 3, 2023

Location Address: Start: 1900 S Utica Ave
End: 1900 S Wheeling Ave

Council District(s): 4

Event Description: Ascension St. John Street Party is a fundraising Event for patrons to enjoy food and drink from local vendors, live music and dancing.

Event Category: Street/Block Party

Event Includes: Amplified Sound, Generator/Electricity, Public Right of Way, Live Entertainment, Sidewalk Closure, Private Property, 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: ST JOHN HEALTH SYSTEM INC Website: https://www.stjohnhealthsystem.com/site:1/article/index
C/O NICKEL & COMPANY, LLC

Chief Officer of Host Organization: Jeannette Nichols

Email and Phone: jeannette.nichols@ascension.org 918-744-2186

Applicant Name: Maegan Bartel

Email and Phone: maegan.bartel@ascension.org 918-744-2205

Professional Event Organizer:

Email and Phone:

On-site Contact: Maegan Bartel Mobile: 918-809-0744

Billing Contact: Ascension St. John Foundation Phone: 918-744-2205

Billing Address: 1924 S UTICA AVE E
Tulsa, OK 74120

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 06/02/2023 Time: 5:30pm
Street Closure for Event Setup: Date: 06/02/2023 Time: 5:30pm
Street(s) to be Closed for Event Setup: 19th Street between Utica Ave and Wheeling Ave

Event Start: Date: 06/03/2023 Time: 7:00pm
Street Closure for Event Start: Date: 06/03/2023 Time: 7:00PM
Street(s) to be Closed for Event Start: 19th Street between Utica Ave and Wheeling Ave
Run, Walk, Parade Start Time: NA
Daily Event Hours: 7:00pm to 11:00pm

Event End: Date: 06/03/2023 Time: 11:00pm
Street Reopens after Event End: Date: 06/04/2023 Time: 2:00AM

Event Teardown: Date: 06/03/2023 Time: 11:00pm
Street Reopens after Event Teardown: Date: 06/04/2023 Time: 2:00am

Secondary Permits Required

Beer Sales, Alcohol Sales: Free Beer, Free Alcohol (Spirits), Free Wine
Number of Food Vendors: 60
Number of Food Trucks: 0
Food Cooked on-site: Yes Fuel(s) to be used: Electric
Number of Item Vendors: 0 Number of Service Vendors: 0
Number & Sizes of Tents: 0 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: St. John Security Officers (918) 744-2197, darrel.long@ascension.org

Medical and/or First Aid Services: Yes Contact, Email and Phone: Ascension St. John emergency Dept on site (918) 744-2191, tammy.cox@ascension.org

Traffic Control Barricade Company: No Contact, Email and Phone: RoadSafe Traffic Systems, Inc. (918) 425-4550

Equipment Setup: Date: 06/02/2023 Time: 6:30am Equipment Pickup: Date: 06/05/2023 Time: 6:30am

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

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

Parking Type: Parking Garage, ADA parking available

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Ascension St. John Foundation and other corotate and local sponsors.

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:

Equipment Pickup: Date: Time:

Other Event Information: NA

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 1

Performer/Band name and music type: Zodiac Band

Sound Amplification: Yes

Start Time: 7:00pm

Finish Time: 11:00pm

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

Microphones, Amplifiers, and Speakers

Sound checks conducted prior to the event: Yes

Start Time: 5:30pm

Finish Time: 6:00pm

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: Consistent monitoring and emptying of trash receptacles throughout the evening and all trash in the dumpster at the close of the event for regular removal by city trash pickup.

Number of Trash Receptacles: 20

Number of Dumpsters: 1

Number of Recycling Containers: 10

Cleanup Service: Yes Provider and Phone: Touchpoint Services (918) 744-2676

Presented Event Concept to: Surrounding businesses and residences are all owned by Ascension St. Johns

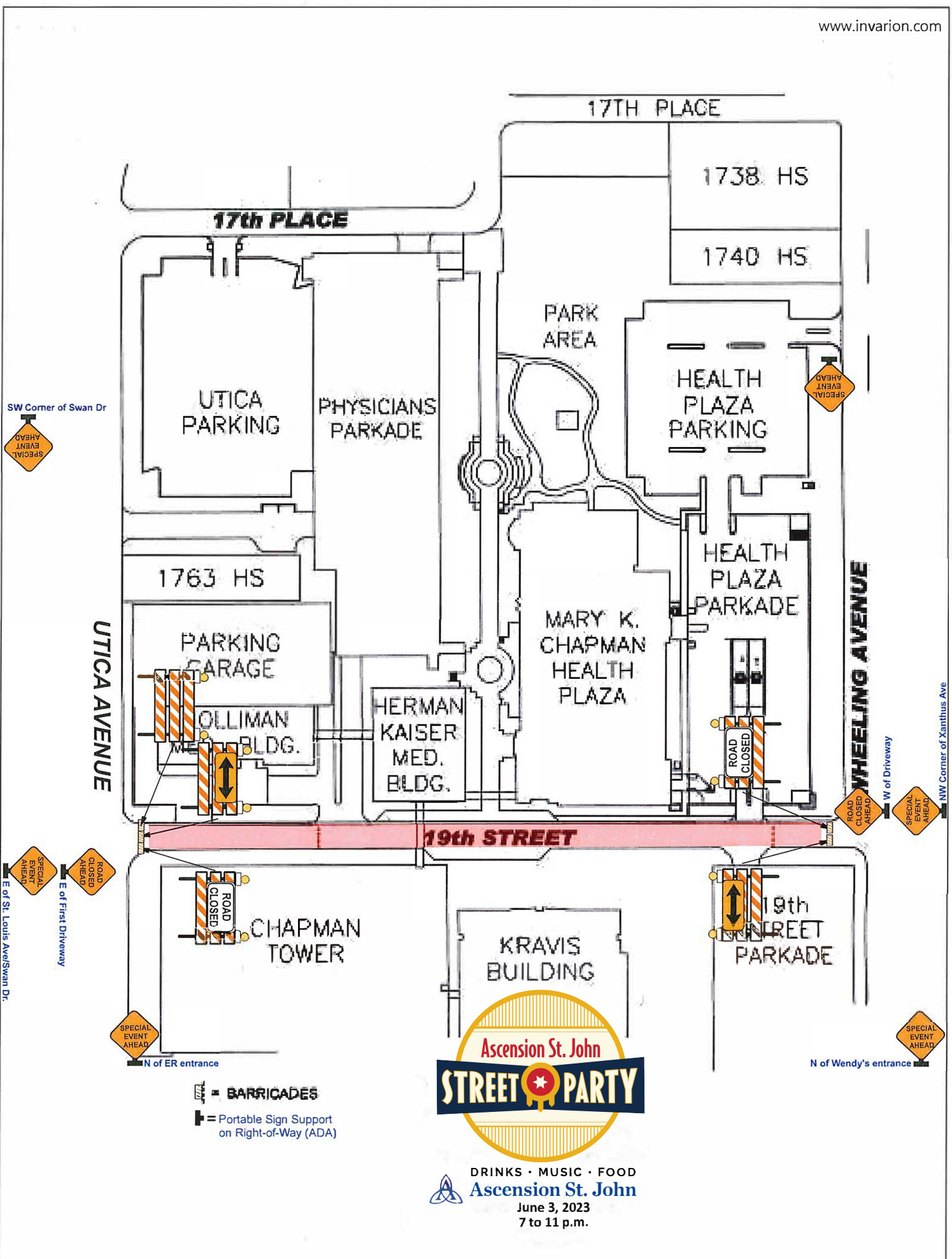
Affidavit of Applicant

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

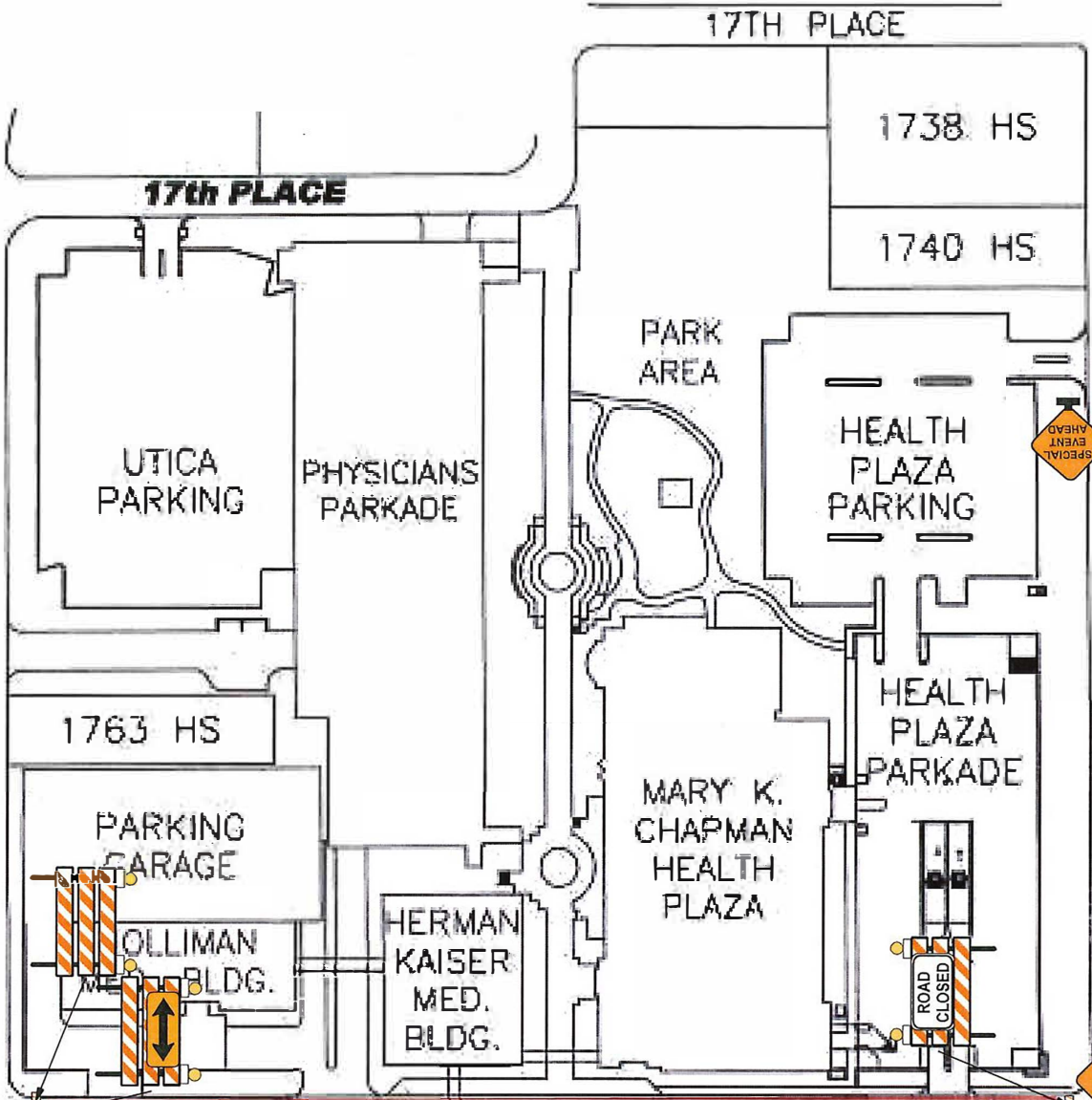
Date received: 04/13/2023 Date routed: 05/17/2023 Date for review: 05/24/2023
Special Events Committee Recommendation: Meeting Review Yes No 05/17/2023
Date routed to Mayor: 05/18/2023 Mayor's Recommendation: Yes No _____
Date routed to Council: 05/18/2023 City Council Approval: Yes No _____
Date Permit Issued: _____ Comments: SEC meeting 05/17/2023. Mayor and CC
agendas 05/24/2023. TCP and Parking maps uploaded 05/11/2023.



SW Corner of Swan Dr
SPECIAL EVENT AHEAD

E of St. Louis Ave/Swan Dr
SPECIAL EVENT AHEAD
E of First Driveway
ROAD CLOSED AHEAD
ROAD CLOSED

UTICA AVENUE



SPECIAL EVENT AHEAD

WHEELING AVENUE

ROAD CLOSED AHEAD
W of Driveway
SPECIAL EVENT AHEAD
NW Corner of Xanthus Ave

19th STREET



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



DRINKS • MUSIC • FOOD
Ascension St. John
June 3, 2023
7 to 11 p.m.



I.A. Chapman and Siegfried buildings connect on floors 1, 2, 3, 5 & 6.