



Agenda Commentary

Item Title/ Subject: Request for Street closings, waivers, parades, etc...

Staff Source: City Manager, Steve Hewitt

History/Background Information: Each year, various groups and organizations request specific waivers and closings for special events. Staff Administration has sent out inquiries asking previous recipients to respond and submit a written request for the upcoming budget year.

Item/Subject Summary: This year a few organizations and groups are requesting specific needs for their events. Several letters were sent out, from past requests, few responses were returned. (see request letters)

Staff expects late requests to come in closer to each event.

Price/Cost: Limited costs.... Internal Budgeting will absorb.

Recommendation: Staff has no concern with these requests. Management can internally administer the logistics if the City Council approves.

Any late submittals will be administered internally, unless Council action is required.



Allen Bryson, Mayor
Steve Jones, Ward 1
Don Rodolph, Ward 2
Bob Marcy, Ward 3
Phyllis Smith, Ward 4

Office of the City Manager

Steve Hewitt, City Manager
City of Clinton, Oklahoma

March 1, 2011

Clinton Chamber of Commerce
101 S. 4th
Clinton, Oklahoma 73601

Re: Carnivals and Parades

In the past you, or your organization, has contact the Clinton City Council with a request to waive fees, close streets, or provide services for an event. We would like to stream line this request process. The City would like to compile an annual event list that we could take to the Council once a year for approval. Then details of the event would be handled administratively by the City Manager.

If you are considering an event from July 1, 2011 to June 30, 2012, please submit a written outline of the event including the tentative date, location, sponsorship, contact person name and phone number, and service request or fee waiver information.

We would like to receive your request by April 1, 2011.

For additional information, please contact the office of the City Manager at (580) 323-0261.

Sincerely


Steve Hewitt
City Manager



March 17, 2011

Steve Hewitt
City Manager
P O Box 1177
Clinton, OK 73601

Dear Steve Hewitt,

Enclosed is the requested 2011-2012 event schedule for the Clinton Chamber of Commerce. I ask that you waive any solicitor's license fees for all of these events.

Please let me know if you have any questions concerning any of these events.

Thanks you,

A handwritten signature in black ink that reads "Julie Menge". The signature is written in a cursive style.

Julie Menge
President

Events Request
2011-2012

Clinton Crazy Days – Saturday July 30, 2011

- Frisco Avenue closed from 7th – 4th Street, including intersections beginning at 6:00 AM until 12:30 PM

The Festival of the Lights – Tuesday November 29, 2011

- Frisco Avenue closed from 7th Street to 4th Street, including intersections beginning at 5:00 PM until 8:30 PM
- Frisco Avenue closed from 10th Street to 4th Street, including intersections beginning at 6:00 PM until 7:30 PM
- Use of Englemen Park from 3:00 PM until 8:30 PM
- Lights to be turned on in Englemen Park at 5:00 PM

Spring Expo – Friday April 13 – Sunday April 15, 2012

- Use of the Calmez Lot, East of the Frisco Center for parking
- Use of the empty lot on 4th Street and Frisco Avenue near Shamburg's for parking
- Assistance from the City to install and remove electrical drop cords in the Frisco Center Exhibit Hall. Installation for Wednesday, April 11 and removal on Tuesday, April 17

Route 66 Festival, Hot Dogs and Hot Rods on 66 – June 22 & 23, 2012

For Friday, June 22:

- We would like to use the parking lot on Avant between 5th & 6th Street, beginning at 5:00 P.M. and ending at 11:00 P.M.

For Saturday, June 23:

- Use of the Rodeo Grounds from 7:00 A.M. to 9:00 A.M. for the check-in station of the car show.

- Use of McLain Rogers Park (excluding area already promised to C.A.R.E) & Amphitheatre from 7:00 A.M. to 11:00 P.M.
- Jaycee Lane Closed between 10th & 13th from 7:00 A.M. to 5:00 P.M. for the car show.
- A car cruise from the Rodeo Grounds to 10th & Jaycee Lane.
- The use of the picnic tables from Acme Brick Park & the umbrellas from the swimming pool for the use at McLain Rogers Park.
- 10 extra trash receptacles placed in McLain Rogers Park
- Extra Police and emergency personnel available from 7:00 A.M. to 10:00 P.M.



Clinton High School
Army Junior Reserve Officers' Training Corps
2130 West Gary Blvd
Clinton, OK 73601
Phone (580-323-1392) FAX (580-323-1236)



4 March 2011

City of Clinton
415 Gary Blvd
Clinton, OK 73601

The JROTC program at Clinton High School request approval to conduct a parade to honor our veterans as indicated below:

Date: 11 November 2011

Time: 4:00 PM


Start point: Frisco Center

Route: West on Frisco to 10th Street

We realize this route is reverse of the homecoming parade. However, the Frisco Center parking lot is a safer place to organize the parade, with more room for participants to conduct last minute preparations.

This route does require assistance in blocking 4th street/highway 183 while the parade crosses.

The point of contact is the JROTC department at Clinton High School. The phone number is (580) 323-1392.


Merle Hoskins
Major, United States Army Retired
Senior Army Instructor
(580)-323-1392

2011 2012
CARE, Inc.
List of Needs

DATE	EVENT	LOCATION	NEEDS
* June 18 2011	Juneteenth Celebration	Joe Baker Park	
* June 24 & 25, 2011	2nd Annual BBQ Cook-Off	McClain Rogers Park	Trash polycarts, dumpsters, picnic tables, water hoses room behind driver testing for judging
August 6 2011	Annual Board Retreat	Frisco Ctr	Mtg room 8:30 am -1:00pm
Sept. 10 2011	Conference	Senior Citizen Bldg	Permission to use bldg
15-Oct-2011	Fall Festival	Eastside Educational Center	(4) Picnic tables
2012 EVENTS			
16-Jan-12	Martin Luther King Jr. Celebration/ Open House	Eastside Educational Center	Parade
25-Feb-12	CARE 3rd Annual Banquet	Senior Citizen Building	Permission to use Sr Citizen Building
Jun-12	Juneteenth Celebration	Joe Baker Park	
June 29 & 30, 2012	2nd Annual BBQ Cook-Off	McClain Rogers Park	Trash polycarts, dumpsters, picnic tables, water hoses room behind driver testing for judging
* Aug-4-2012	Annual Board Retreat	Frisco Ctr	Mtg room 8:30 am -1:00pm
* Sept. 8 2012	Conference	Senior Citizen Bldg	Permission to use bldg
13-Oct-12	Fall Festival	Eastside Educational Center	(4) Picnic tables

* Approved last fiscal year
 X* Not in this fiscal year